

City Manager's Office

August 23, 2005

To: City Council

From: City Manager

Re: Monthly Report

Reduced Maintenance at Neighborhood Parks

The Parks, Recreation and Senior Services Director met with Washington Cities Insurance Authority representative Rob Roscoe related to signage for City parks that are receiving reduced maintenance to ensure city liability concerns are met. Neighborhood parks such as: Westwood Park, Cecil Powell Park, Zenith Overlook and Beach Access and Parkside Park are physically open (not fenced) however; they are receiving the lowest level of service that can be provided without incurring additional liability and/or cost to the City. These facilities will be signed "Warning: Park Not Maintained, Use At Your Own Risk, Please Report Damage or Vandalism to City of Des Moines Parks and Recreation Department (206) 870-6527". Maintenance at these facilities has been reduced to the following level: no irrigation (water has been turned off), monthly mowing (during growing season March-November) and weekly or monthly safety checks and garbage collection (depending on site use and amenities). The Parks and Recreation Department has received numerous complaints related to the reduced maintenance levels at these sites. Citizens have been encouraged to work with the Parks and Recreation Department to improve conditions at these sites wherever possible.

Des Moines Creek Trail from Midway Sewer District to Puget Sound

SeaTac in partnership with Des Moines and the Port of Seattle applied for \$1M from King County Tea21 Enhancement funds in 2004 and recently received a \$270,000 grant to complete trail design (in Des Moines \$67,500) and contribute to trail construction (in SeaTac \$202,500). Our agencies have re-submitted the request for additional funds up to the \$1M amount for the joint projects. Des Moines portion will complete the trail between the Midway Sewer Plant and the Puget Sound upon completion of the Marine View Drive Bridge project. These funds may be combined with additional 2005 Federal Tea21 funds received of Senator Patty Murray's office.

Des Moines Beach Park Historic Auditorium:

The Des Moines Beach Park Auditorium Rehabilitation Project is the first of seven proposed historic building rehabilitation projects identified in the City's 2005-2010 Capital Improvement Plan.

The City of Des Moines advertised for Requests for Qualifications from Architectural Firms for consulting services to perform the following Scope of Work: provide design services and project administration, prepare construction documents, provide cost estimates, complete bid documents and submit and secure approval of all necessary permits for the Des Moines Beach Park Auditorium Rehabilitation Project.

The project consists of interior and exterior building renovation including: Electrical Updates, Technology/Communications Updates, Structural Improvements (walls, windows, doorways, ADA access), ADA Restrooms, HVAC System, and Fire Suppression System. Extra services are construction administration services such as: technical submittal review, response to technical questions, and site observations.

Four architectural firms submitted their qualifications and three firms were interviewed and considered for selection based on proven expertise relevant to completed project work on historic landmarks and upon a number of project-specific factors and the ability to meet an aggressive planning schedule. The City intends to select the BOLA Architecture + Planning as the firm deemed most qualified to provide the services required for the proposed project.

Steven J. Underwood Memorial Park:

With the electrical service installed and connected, the ballfield lighting for Field #1 is operational. The electrical design and lighting for ball field lighting for Fields #2 & #3 was completed and operational in June.

Midway Park:

This project funded with 2004 Community Development Block Grant funds and 2004 King County Youth Sports Facilities Grant Funds was completed in May. The Park will remain fenced until the end of July for the sod to establish. Staff is working with the Des Moines Rotary Club to install new play equipment at the Park in early August. A park re-opening celebration will be held on Saturday, August 27th, in collaboration with our project partners: ACORN, Rotary, CDBG and King County.

Activity Center:

Plan drawings for the patio construction project (inclusive of retaining wall, site drainage and drainage easement alignment) were completed in February by Project Management N.W. Patio reconfiguration revisions are being reviewed by city staff. Preliminary project work including clearing, grading and trench work has been completed by Parks staff in preparation for construction. Staff expects that the project will go out to bid in August.

City Hall HVAC Upgrade:

Council awarded the contract to replace the HVAC systems relating to the Council Chambers and City Hall North Wing Upgrade on March 24th. The contractor began work on April 18th. Work progressed on schedule and contractor Design Air complete work and the system was operational on June 9th.

Before and After School Program

Our Before and After School Program completed the 2004-2005 school year with a total of 98 registered Before and After School participants at Des Moines, Marvista, Midway, North Hill and Parkside Elementary Schools in the Highline School District and Woodmont Elementary School in the Federal Way School District during the month of June. We had another 172 children participate on a drop-in basis or on an early release day. The Before School program begins at 6:30am and goes until the start of school and the After School programs runs from the conclusion of school until 6pm.

CAMP KHAOS/K2

Camp KHAOS (Kids Having an Outrageous Summer) and K2 began another summer during the month of June. Camp KHAOS is our summer day camp program for 5-11 year olds and includes activities such as arts and crafts, games, sports, outdoor activities, field trips, music, snacks and so much more. Camp KHAOS is based out of Sun Home Lodge in Des Moines Beach Park and runs a total of 11 weeks throughout the summer. The week was highlighted by trips to Pattison's West, Laserquest and swimming at Mt. Rainier Pool. K2 is the next generation of KHAOS for kids ages 11-15 and includes additional field trips and more age related games and fun. We had a total of 66 participants during the first week of Camp KHAOS. K2 had a total of 15 kids participate in week 1. Our Recreation Specialist Sara Gould serves as our onsite Camp Director during the summer months and local high school and college students primarily serve as Recreation Leaders in our Summer Camp program.

Field Scheduling

The month of June brought heavy usage on all of our available Sports Fields and dry weather kept our Maintenance crew busy keeping the fields in the great shape that they are accustomed to being in. Steven J Underwood Memorial Park continues to be the crown jewel of our facilities as we hosted various tourneys during the month of June including Adult Softball tournaments on June 4 and 5, and June 11 and 12 and a youth baseball tournament on July 18 and 19. South Highline National Little League concluding their regular season during the month of June and other users of fields during the month of June included Evergreen Lutheran High School, South Seattle Church Softball Association, Clean and Sober Softball Association and other random adult and youth groups.

Senior Center Division Statistics – June 2005

	2004	2005
Number of Meals Served	1,243	1,242
Fee Program Participants	430	353
Drop In Participants	1,382	1,767
Volunteer Hours	2,319.50	1,969
Total Revenue for June	\$5,269	\$4,726

Financing/Revenues

June's yield with the State Local Government Investment Pool (LGIP) was 3.04%. KeyBank's Public Money Market Savings Account's yield increased to 2.75 on June 24. The KeyBank account will be reduced to a minimum balance of \$2,500 in July. The FOMC met on June 30, 2005 and raised the federal funds rate 25 basis points to 3.25%. The LGIP follows the federal funds rate due to the short-term focus of the fund and the yield is increasing as a result of the federal tightening. Total investment portfolio as of June 30 is as follows:

<u>Investment Type</u>	<u>Ave Yield</u>	<u>Amount</u>
Local Government Investment Pool	3.04%	\$8,131,348
KeyBank Money Market Savings*	2.75%	1,340,220
Federal Home Loan Bank	3.11%	750,000
Federal National Mortgage Assn	2.50%	250,000
Westsound Bank Certificate of Deposit	2.95%	99,000
Total		<u>\$10,570,568</u>

*Balance as of May 31, 2005

Civil Matters

The City Attorney continued her research and drafted two briefs for the Supreme Court in the public disclosure case where the victim is a minor child. She participated with *amici* ("friends of the court") in a moot court proceeding and then argued the case before the Supreme Court. The Court's final decision may take between six to twelve months.

In the Zenith Viewpointe project, the Legal Department prepared a Resolution for Council's consideration, authorizing and directing the City Manager to sign, on behalf of the City, a Settlement Agreement and Release between the City of Des Moines and Alex White & Co. The Settlement Agreement and Release was also prepared, approving the project UUP and Development Exception as revised in said Agreement, allowing only four residential units.

An Assignment and Assumption of Lessee's Interest and Lessor's Consent between the City of Des Moines, RB&B, Inc., and Mr. and Mrs. Milluzzo was signed in June,

transferring the Breaker's lease, with conditions, to the Milluzzos, who plan to open an Italian restaurant specializing in "grinders".

The Assistant City Attorney continued work on settlement of the City's claim against Oregon Pavers for the faulty chip seal project done in September of 2003. The settlement and release was approved by the City Council at its July 14, 2005 meeting. The City will receive settlement from Oregon Pavers in the amount of \$35,496,00.

In addition, the Assistant City Attorney prepared an Agreed Order in the Clayt's Tavern delinquent gambling tax matter, with the Council approving the settlement and directing the City Attorney to file the agreement with the Court substantially in the form as submitted.

In two drug seizure cases, two cars were forfeited to the Des Moines Police Department, one by default, and one following a hearing before the Police Department's Hearing Examiner. These two vehicles will be auctioned off and the proceeds will be used to fight drug crimes in Des Moines.

Marina Vending Machine Enclosure

In June the contractors finished the vending machine enclosure. Now that the enclosure is finished, the vending machines located near the Marina office and the restrooms in the North lot will be relocated in the enclosure and several new machines will be added. The staff plans to vend some food and snack items and ice in addition to the soft drinks and water that are available now. The goal of the project was to provide a nice looking enclosure that was conveniently located for the guest moorage and launch customers as well as the general public. The enclosure was built in three modules that can be relocated if the machines need to be moved to another location in the future. Vending and ice and bait sales generate \$10,000 to \$12,000 per year in gross profits.

Marina Service Division

High fuel prices, uncertain weather and lack of fish have combined to depress service revenues for the first half of 2005. Launching revenues have declined the most at 29% below last year's first-half total. The staff believes that this is due to the complete collapse of the winter blackmouth fishery and very low spring-summer salmon returns. The lack of fishing opportunities has hurt guest moorage also. The staff has been able to backfill some lost revenues by scheduling in clubs and groups and taking individual reservations for guest moorage but revenues are still 16% below last years at this time. Parking fees and fuel sales have been good considering the conditions. In dollar terms, fuel sales are ahead of last year but that is due to the significantly higher prices. In gallons, sales are a little ahead of last year for the same period. Parking fees, while smaller in dollar amounts than guest moorage or launching, have shown a significant growth rate this year with revenues up 57% over last year.

Police Personnel Issues

On 6/17/05, Chief Baker swore in two new reserve officers to the department. Tayler Jermstad and Sanjay Prasad graduated from the reserve academy hosted by Fife Police

Department on 6/18/05. Both officers are excited about joining our department and community.

Community Service Officer Tonya Seaberry has been inducted as Vice-President of the Washington State Crime Prevention Association. Her term runs for one year during which she will be required to provide leadership for regional crime prevention personnel and direction for the association.

The sergeant assessment center conducted in May has been completed with the promotion of Detective Bob Bohl. The promotion is effective as of July 1, 2005.

Vandalism

During the month of June it is noted there have been a rash of vandalism in the form of persons breaking windows. There doesn't seem to be a clear pattern as some were shot out with BB pellets and others were broken out with rocks. Thirteen cases were taken with damage to windows in vehicles, homes and businesses.

Prostitution Sting

On 6/13/05, officers worked an undercover operation targeting prostitutes along Pacific Highway South. The undercover officers rode Harley Davidson motorcycles to conceal their identities as police officers. Four arrests were made with each defendant receiving Stay Out of Areas of Prostitution (S.O.A.P.) Orders in addition to the criminal citations.

Community Service Officer Report

During the month of June, CSO Seaberry reports conducting Landlord Training Sessions for property owner and managers, conducting CPTED Surveys with 4 rental properties and holding a meeting with the new owners and management company for the Emerald Villa Apartments. She also conducted a senior safety class at the Highline Hospital's annual Aging in America conference.

Maiya Andrews

Maiya Andrews, Assistant City Engineer for Transportation, notified us that she has accepted the position of Public Works Director for the City of Newcastle. Maiya's last day at Des Moines will be August 12th. She has made a very positive impact on our City and will be greatly missed.

Marine View Drive Bridge

Drilling for the project began June 6th. For safety purposes, in order to place the heavy steel cages within the structural pile holes, it was necessary to issue notices that traffic would be stopped for up to 30 minutes during non-peak hour traffic times. Actual times for the temporary closures have been averaging less than 5 minutes. These short-term closings have been coordinated with emergency services, Metro, and the Highline School District. Approximately 10 short-term closures are expected on five different days during Stage 1 (the east half of the road).

Work has been progressing reasonably well with only a few setbacks. The road fill material is of good structural quality and consistent in terms of the type of material,

comprised mostly of sandy silt. With this favorable material being encountered, the auger holes are being drilled cleanly with little wall cave-in. This has reduced the need for providing expensive temporary shaft casings (to maintain the shaft until the concrete is poured) and will provide a much better retaining wall surface once the road material is excavated from below the bridge, and thereby may reduce the need for a future shotcrete application.

While the drilling through the road fill material has been done without complication, drilling through the native material below the fill has been more difficult. About 20% of the shafts drilled have experienced delays due to encountering large boulders and tree stumps. Apparently, before the fill was placed, the tree stumps were allowed to remain, rather than being removed. Staff is reviewing the specifications on how the contractor is to be compensated for the work delays. The schedule of the project has been impacted 1-2 weeks by the delays from the drilling operation thus far.

Stage 1 of the project is expected to be completed July 21st. Traffic will then be shifted to the east side of the road while work commences on the west side (Stage 2). Stage 2 work will take approximately 5 months to complete and will be comprised of drilling the shafts as well as placing the bridge girders and completing the bridge decking. Once Stage 2 work is done, traffic will once again be diverted to the west side while the girders and bridge decking are completed on the east side.

Des Moines Creek Basin Projects

Bids were opened for the final Phase 2 of the Regional Detention Facility (RDF) project. Given the current bidding climate and costs for construction materials, the low bidder came in substantially higher than the engineer's estimate. The Committee is currently looking at options to fund both the RDF and the Marine View Drive Bridge, while the Committee addresses the overages in an amendment to the construction interlocal agreement.

NPDES Permit

Staff attended a National Pollution Discharge Elimination System (NPDES) permit workshop that was sponsored by the Department of Ecology. The workshop was used to inform local officials that a draft permit for surface water facilities has been issued and is currently available for public comment and to present an overview of the draft permit. Staff is presently reviewing the content of the draft permit and, if needed, will submit comments by the August 19th deadline. The final draft of the permit is expected in October 2005 with permit issuance in March of 2006. The City will then have five years to fully implement the conditions of the permit (with a time schedule for certain conditions to be completed within the five-year period).

Pacific Highway South Project

This project is nearing physical completion. Remaining work items include:

- Additional wetland mitigation work near the Kent-Des Moines Road detention pond site. This work has to be done during summer per the permit requirements.

- Landscape maintenance and replacement. A one year plant establishment period is required under the contract.

Staff and the Project Manager from CH2M Hill have begun to negotiate “close-out” change orders for the project. These change orders will address things like substantial increases or decreases in item quantities. Under the contract, prices can be adjusted (either up or down) for quantities which change substantially. In June, two change orders were successfully negotiated and executed. Also in June, Ceccanti completed repair work to a parking lot that was damaged in the process of retaining wall construction.

Staff continues to work with the Finance Department in completing the various forms to provide final billings to each of the granting agencies. We also hope to complete a documentation audit with WSDOT before the Assistant City Engineer leaves in August.

2005 Arterial Maintenance Project

This project is currently out to bid, with a scheduled bid opening date of July 12th. (Bids were very good). Staff hopes to award the construction contract to the lowest bidder at the July 28th Council meeting. Staff also plans to supplement the current KPG, Inc. design contract for the purposes of providing construction management and inspection services. Based upon current asphalt industry heavy workloads, actual construction on this project most likely will commence in late August.

16th Avenue South Improvement Project (Phase I)

This project has been funded primarily through State Transportation Improvement Board (TIB) funds. There are a small amount of federal funds on the project. Because the federal funds create substantial additional requirements on the project, staff is working with the TIB to swap these Federal funds for State funds. The City of Federal Way has generously offered to give us their State funds for our Federal funds. Staff has initiated the paperwork process to make this swap happen.

In March, staff and KPG, the design consultant, met with Puget Sound Energy (PSE) to initiate the process of designing the relocation of power poles and guy wires. Replacing an existing 8” gas main was also discussed with PSE. Value Engineering is a process required by our TIB grant. This process involves assembling a team of professionals to find and evaluate cost and quality improvement measures on the project. Meng Analysis was selected to facilitate the VE study. A preliminary meeting with Meng Analysis and KPG was held in May. The VE study was conducted June 14th-16th. Staff is currently reviewing some interesting cost savings proposals from the team, and plans to meet with the TIB in the near future to discuss which proposals may be incorporated into the design.

S. 212th Street between Des Moines Memorial Drive and 7th Pl. South

Highline Water District is nearing completion of the South 212th Street pedestrian walkway. The paving has been completed, and small punch list of work remains.

Subdivisions/ Public Hearings And Related Activity

- Yoder Short Plat, 23222 Marine View Drive, This application is a 4-lot short plat. Staff has reviewed this application for completeness and routed plans to the

different departments. The developer has received the comments from staff and already submitted revised plans. The resubmitted plans have been reviewed by some departments and all reviews should be complete and comments mailed to the applicant by July 15, 2005.

- Dovey Short Plat 1655 S. 225th Street, Des Moines, WA. This application is a 4-lot short plat. A Determination of Non-Significance was issued on June 3, 2005. There is a lot of public comment regarding the street proposal and the residents have hinted that if the connection is approved they will appeal the decision. The public comment and appeal period ended on June 30, 2005. The city did not receive a notice of intent to appeal the SEPA Determination. Comments from staff regarding the layout of the short plat and request for civil plans for drainage and the road will be completed and mailed to the applicant by July 8, 2005.
- Blueberry Lane PUD, 199xx Des Moines Memorial Drive. This is a 71 lot PUD. The owner has been discussing with WSDOT the SR-509 ROW purchase for the freeway extension to I-5. The owner has submitted the preliminary PUD for review without the inclusion of the proposed SR-509 ROW. The preliminary PUD has been routed to the different departments. All reviews comments have been forwarded to Planning and a letter stating the required corrections was mailed on July 1, 2005.
- Cedarbrook PUD, 24xx S. 240th St., This is a 29 unit attached SFR subdivision. The planning department has approved the building permits for all 29 units. The one remaining item is the final planning inspections; specifically the final landscaping inspection for each property within the subdivision. The foundations for the first ten homes are finished and grading is already occurring for additional foundations. The information the applicant submitted for the height survey and the information used different datums. New height information has been resubmitted and staff has reviewed the first 10 homes. The remaining 19 homes are in the process of review to determine height compliance.
- Graceview PUD, South 234th & Kent-Des Moines Road. This is a 27 lot PUD. The project was sold and is now owned by Dreamcraft Homes. The applicant was given information concerning Grading and Filling Permits and ROW Permits. The project involves extensive retaining wall work. Structural information concerning the retaining walls was forwarded to the Building Dept. for review. The applicant resubmitted civil plans and a bond worksheet which have now been approved. Planning is still waiting on the approval of the retaining walls before the review and issuance of the grading permit. The applicant has been notified of the situation.
- Tobin Plat, 253xx 16th Ave. S, 6-lot subdivision. This project was sold to Kroupa construction. The preliminary plat and civil plans are approved. Grading permit was issued last fall and recently reactivated with the posting of a bond. The developable portion of the site is now completely cleared and grading is underway. Several hundred yards of surplus soils must be removed from the site.

- Highline View Estates PUD 220XX S. 240th St. The initial review of the preliminary plat is complete and the applicant has been informed of the changes that must be made before the project can continue in the review process. There are concerns about the size of the ROW on 22nd Ave S and 22nd Pl. S. The applicant also needs to explain which lots require deviation from the zoning code and what the deviations need to be. The tract for the wetlands must be separated from the storm water tract. Calculations for the total area of current wetland and wetland buffers are needed to determine if there is net loss of wetland area. The owner must also get a wetland study and delineation report for wetland “B” if the ROW vacation is granted by the city. There is not a tract for the park requirements of the PUD or a proposal to pay a fee in lieu of the park. Patrice has recommended taking the in lieu of fee.

Commercial Project Review

- Sunway Services, 22325 7th Avenue South. This is a mixed use proposal consisting of 22 residential units and 7,000 square feet of commercial. Application intake/file set up is complete.
- Stegin, 22607 Marine View Drive. This is a mixed use proposal consisting of 37 residential units and 8400 square feet of commercial. Initial application was rejected due to being incomplete. Applicant has since provided the missing information and intake/file set up is now complete.
- Masonic Home. The applicant submitted design plans for this large scale site development. The overall development plan consists of 5 individual development types- the cottages, the 1926 building renovation and expansion, the independent living resident wings, the health center, and the pool/ recreation building. Staff has developed a special method of maintaining records for this project. All fees have now been paid. Staff has coordinated on how to route and review plans for design review.
- Des Moines Professional Center, 22506 Marine View Drive. The applicant is proposing to build a three story 6,937 square foot professional office building. The applicant has submitted applications for Design Review and Environmental Review (SEPA). The SEPA review is complete and a determination of nonsignificance was issued. The public comment period begins on July 8, 2005.
- Safeway Fueling Station #3540, South 216th and Pacific Highway South. Application filed for a conditional use permit. This application will be review by the Hearing Examiner on August 9, 2005 at 1:00 PM. All departments have completed their reviews and Community Development has completed a draft of the staff report.
- Judson Park, 236xx Marine View Drive South. SEPA and Design applications have been submitted for this 200,000 sq. ft. expansion and renovation project. Planning has issued a SEPA determination of DS which will require preparation of an EIS. The consultant has submitted a draft of the first chapter of the DEIS which outlines alternative analysis and background information for the project.

This section was reviewed and directed the consultant to proceed with remaining portion of the environmental study.

- Walgreens, 23003 Pacific Hwy. South. Demolition is complete. Site work has progressed to the point where the new building pad is essentially to grade and retaining walls are about 50% complete. A small surprise was discovered when an existing utility vault was uncovered near the location of the future building pad at the front property line.
- Oh Casino 258xx Pacific Highway South, 14,000 square foot Casino and Restaurant. A revised access layout was submitted to the city for review. Transportation and Drainage reviews are complete and comments were made. The applicant has been contacted to pick up redline comments.
- Rainier Truck; 24225 Pacific Highway South. Permit picked up and the building is under construction.
- Olympic Elementary Interim School Site Improvements, 7xx South 200th Street. The District submitted a parking and circulation plan. The plan was reviewed by both Planning and Transportation. The proposed parking solution of having a satellite parking facility located close to a mile from the campus was not an option that staff should be utilized until all other options have been exhausted. Specifically, expanding onsite parking to accommodate 70 more stalls is the preferred option. Using nearby church parking is the next best option. The District has resubmitted a plan that reflects reprioritizing the parking options, but it fell short on several other details staff was requesting. The District has informed staff that they are preparing a SEPA application to begin the process of providing more on site parking. Meanwhile, approval for site grading has been granted is underway.
- North Hill Elementary Rebuild, 199xx 8th Avenue South. Construction of frontage improvements has been a problem. The District is proposing an undulating flow line on the west side of 8th Avenue South. Staff has directed changes to make for a more sensible street system.
- Samoan Christian Fellowship Church, 19804 8th Avenue South. Construction of the building has moved along at a rapid pace. Some undergrounding of existing utility issues came up recently. It was determined that staff was overreaching on the code to require undergrounding of existing facilities for this development.

Building Department

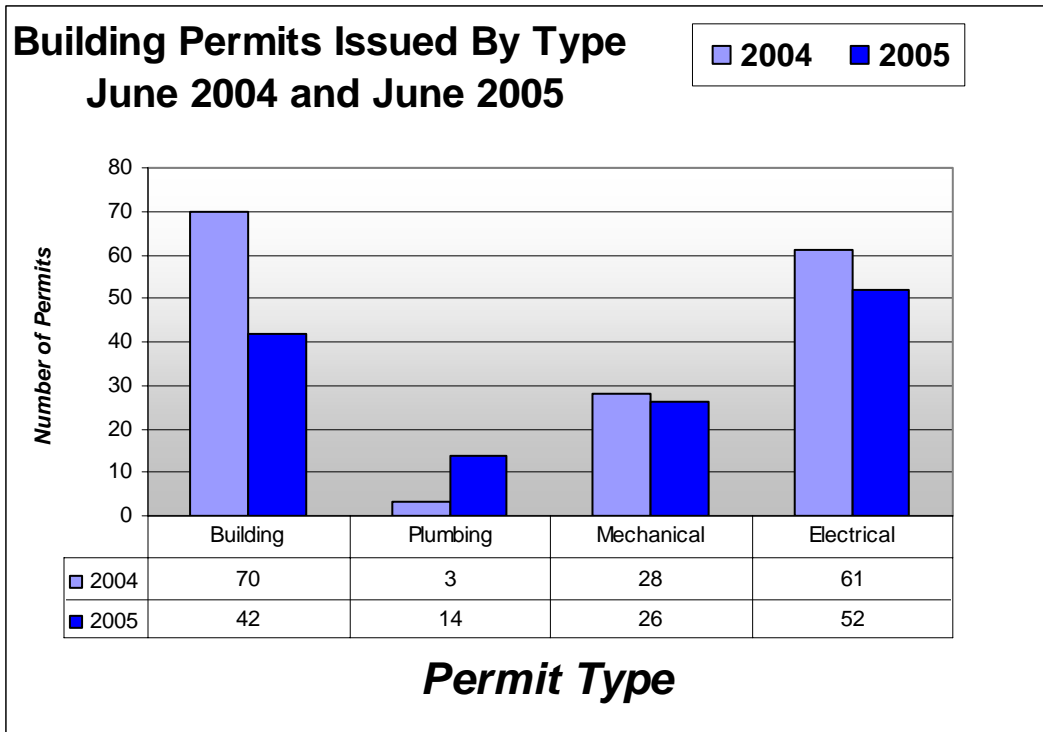
134 permits issued in June 2005:

Building Permits:	42	Average Fee:	\$1,909.00
Plumbing Permits:	14	Average Fee:	248.00
Mechanical Permits	26	Average Fee:	244.00
Electrical Permits:	52	Average Fee:	286.00
Total revenue for June 2005:		\$145,917	

Compared to same period last year:

162 permits issued:

Building Permits:	70	Average Fee:	\$5,075.00
Plumbing Permits:	3	Average Fee:	931.00
Mechanical Permits:	28	Average Fee:	67.00
Electrical Permits:	61	Average Fee:	149.00
Total revenue for June 2004:		Average Fee:	\$407,541



1. Contracts signed in the current month (June).
The Contract for the construction of the Vending shed at the Marina was signed in June.
2. Bids, RFP's and RFQ's to be issued in the following month (July).
Marina staff expects to enter into an agreement with BST Associates for the completion of the Marina Rate Study. This project was approved as part of the 2005 budget.