

City Manager's Office

March 16, 2005

To: City Council

From: City Manager

Re: Monthly Report - February

Marine View Drive Bridge

Bids were opened February 9th. All of the bids came in extremely high with the low bidder nearly \$1.2M over the engineer's estimate. After review of the bids and consent from the Des Moines Creek Committee and City Council, the project will be re-bid. About a dozen changes to the plans and specifications will be made to simplify and clarify the project. With these changes, the new engineer's estimate is about \$0.6M higher (or half of the overage of the low bidder).

The new bid opening is March 15th. After review and approval of the Des Moines Creek Committee, the construction contract will be presented to the City Council on March 24th for award.

240th Outfall Replacement/Woodmont Culvert Replacement Projects

King County has satisfactorily completed the 240th Outfall Replacement Project. Staff is presently reviewing the invoice for the work.

The Woodmont Culvert Replacement Project is on hold until staff can evaluate an appropriate alignment. Staff is considering using King County crews for this project as well. This project will need to be deferred until summer 2005 when the weather will be appropriate for this type of construction.

Pacific Highway South Project

This project is nearing physical completion. Landscaping and irrigation installation continued during February. The contractor will monitor and replace plants/trees throughout the coming year.

The new dedicated right-turn lane from westbound Kent-Des Moines Road to northbound Pacific Highway South was opened in February after the signs on the Washington State Department of Transportation sign structure above the roadway were relocated and replaced to be consistent with the new lane configuration.

There are several work items which will continue into this year. These 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;
- Repair of damage to a private parking lot that was used for access to construct a retaining wall; this work includes fog seal which must be done in warmer conditions.
- Seeding of side slopes at the back of sidewalks; this work is required to be done between March and October.
- Landscape maintenance and replacement; a one year plant establishment period is required under the contract.

Staff finished meetings with Puget Sound Energy concerning the final billing for undergrounding on the project, and this bill has been paid by the City.

2005 Arterial Maintenance Project

Staff is currently working with the City's design consultant KPG, Inc. to develop plans, specifications, and cost estimates for the streets that will be overlaid this summer.

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 February, staff and KPG, the design consultant arranged a meeting for the first week of March with Puget Sound Energy to discuss the locations for relocated power poles and guy wires.

Block Grant Projects

Great progress is being made on the design portion of the South 216th Street Pedestrian signal (Wesley signal). The design is at 60% and staff is working on easement issues with Wesley Homes. Bid documents are largely complete.

Neighborhood Traffic Control Program (NTCP)

Petitions were circulated in November for neighborhood approval of the 2004 NTCP projects at 8th Avenue South (200th-204th) and 20th Avenue South/South 229th Street (south of Mt. Rainier High School). The residents have returned the petitions and they have been approved for both projects.

Police Personnel Issues

With the retirement of Sergeant Mike Chaney, the department and Civil Service Commission have begun the process of creating an eligibility list for the position of sergeant. The employment opportunity announcement was posted within the department

at the beginning of February. Officers interested in applying were given until March 1st to submit a Memo of Intent.

Until the time a sergeant is chosen, MPO Dave Mohr has agreed to transfer from his detective position and become the acting sergeant with the patrol team that Sgt. Chaney was on. Dave made the move on February 10th.

On February 2nd, MPO Randy Gallagher also returned to the streets of Des Moines, transferring back from his DEA Task Force position. During the two years Randy was with DEA, he not only acquired enormous amounts of knowledge and first hand experience, but he was paired with a Drug K-9. He and the dog went through extensive training together and became certified as a team. With Randy's return to the department, he brings the dog back with him. The dog, Bobbie, is a 5 year old Border Collie/Springer Spaniel mix. The two train together regularly and are available for callouts to our officers as well as other agencies in the area.

During February, members of the Strategic Planning Steering Committee received Commendations for their participation in the formation and writing of a Strategic Plan. The members of the committee, Commander Kevin Tucker, Commander John O'Leary, Master Sergeant Steve Wieland, Master Sergeant Bob Collins, Master Sergeant Patti Harris, Detective Bob Bohl, Detective Ross Stuth, Master Police Officer Barry Sellers, Master Police Officer Cathy Bumpus, Master Police Officer Mike Graddon, Officer Bobby Hollis, Master Community Service Officer Tonya Seaberry, Records Specialist Chuck Kalkstine, and Senior Secretary Terryann Dell, were thanked for their time, effort and dedication to the project and to the future of the Des Moines Police Department.

Community Service Officer Report

During February CSO Seaberry completed preparations for the first Landlord Training class in conjunction with the new Crime Free Rental Property Ordinance. The class was held on February 26th and there were 23 property managers in attendance. Training was conducted by MPO Bob Tschida, Code Enforcement Officer Nancy Uhrich, Assistant City Attorney Richard Brown, CSO Seaberry and Rebekkah Near of Orca Screening. The Chief was also in attendance for portions of the class including the morning welcome and a question period during lunch.

Police Volunteer Program

During February, the department coordinated training for nine volunteers who will be assisting the department with canvassing to collect data on crime free housing and other ordinances. We have also recruited seven senior volunteers to assist with crime free housing data entry and a variety of other tasks. Recruitment is ongoing for additional volunteers.

Statistical Data on Reported Crimes

The following is a comparison between February 2004 and February 2005. Included are a year-end total for 2004 and a running total for 2005.

Offense Type	February 04	February 05	% Difference	2004 Total	2005 YTD
Homicide	0	0	0%	3	0
Rape	0	2	+200%	13	4
Robbery	3	2	-33%	46	4
Assaults	17	22	+29%	289	41
Burglary	18	14	-22%	251	23
Larceny	53	57	+8%	658	111
Arson	0	0	0%	7	1
Motor Vehicle Theft	45	32	-29%	393	72
Other Statistics:					
Officers Assaulted	0	0	0%	5	0
Clearances Adult Arrest	31	22	-29%	358	43
Clearances Juvenile Arrest	8	4	-50%	58	10
Calls for Service	1,762	1,700	-2%	23,216	3,422

Jail Issues

The King County Jail has sent a formal notice that they will be implementing a 270 cap for all 36 cities. The Jail Operating Group (JOG) is in the process of working with King County to determine how many inmates each city will be allowed to maintain in the jail on a daily basis. The JOG is also working with King County on what to do when the cities have reached the capacity.

Mitigations/Contested by Mail

The court for the past two years has had a goal of allowing people to mitigate or contest their infractions by mail rather than appearing in court. This option has been implemented and allows people, rather than coming to court and taking half a day off from work, to address their issues by writing to the Judge and receiving a response within 5-7 days. People will still have the choice of coming to court in person and making their argument in front of the Judge.

Mount Rainier Aquatic Center Status Report- January 1, 2005 to February 1, 2005

Summary – The Mount Rainier Aquatic Center continues to provide valuable service to the local community while maintaining economic viability. Staff and management strive to provide a professional, safe, costumer friendly environment.

Finance: Although the financial picture balanced well (despite the lull in attendance during the winter months), the high school and King Aquatic Club fees aided greatly in overcoming that downturn. These fees will diminish sharply towards the end of February with the end of the Boy's high school season. Per industry standard, facility attendance was low to average for the month of January. As such, cash flow for the pool dropped to critical, but non-emergency levels. This is a difficult time of year where attendance and income are low and energy costs, and sometimes repairs (due to strain placed on the facility from cold weather) are high.

General Operations: Through the month of January, AMG made preparations to transition from one manager to another. AMG decided that it was too difficult a task for one person to manage both the Mount Rainier Aquatic Center and the Kent Pool. AMG hired Ken Spencer to replace Keith Ure as the manager for Mt. Rainier. This change will not negatively affect the financial status of Mt. Rainier Aquatic Center. Ken officially took over management duties on February 1, 2005. Operations have not changed significantly during the past month.

Attendance: Public and lap swims continue to be busy. Lessons are down.

Programming: The current programs are continuously being evaluated for potential expansion and/or modification.

Staff training: We continue to have in service training both for safety and for striving to have the best swim lesson program in the Greater Seattle area. Swim lessons provide the highest potential income per unit time in the Mount Rainier Aquatic Center operation. The staff has also been trained on the new AED system.

Capital Funded Repairs: During January, AMG requested and received approval from the Pool Owners for capital funding for two repairs: strainer pot (estimate for work \$3,210.37) and for sand removal and replacement (estimate for replacement \$3,105.76).

Strainer pot: The strainer pot helps to keep debris from damaging the pump and filtration systems. The seals were deteriorated and could not be repaired due to the age of the equipment (it appears to be original to the facility).

Sand removal and replacement: This maintenance should be completed every 3 years. According to pool records, the sand has not been replaced since 2000. This will allow the pool to operate better and more efficiently.

Steven J. Underwood Memorial Park

With the electrical service installed and connected, the ballfield lighting for Field #1 is operational. The electrical design is underway for Fields #2 & 3 ballfield lighting. The lighting project will go out to bid later this spring.

The architectural engineering and design for the restroom facility will be completed by late April, with construction to follow in early summer.

A portion of the Memorial Plaza brickwork installation was delayed to avoid possible damage to the brick during the electrical installation construction. Staff will be working with DOC to sand, cut, and install the remaining paver bricks to finish this project by the end of March. Donor engraved memorial bricks will also be installed throughout the plaza during this final phase.

Midway Park

The project is on schedule and will be completed by mid-April. Park improvements include lighting, pathway improvements, renovation and surfacing of the sports court, installation of the picnic shelter, play equipment, fountains, and benches.

Activity Center

Plan drawings for the patio construction project were completed in February by Project Management N.W. and have been submitted for permit review.

City Hall HVAC Upgrade

Project went out to bid on 02/15/05 and will close on 03/15/05. Staff will be preparing bid results and a draft contract for presentation to Council on 03/24/05.

Sonju Park Property

Roof installation project will be completed by mid-March.

City Hall Parking Lot Improvement

Parking lot overlay project will go out to bid on 03/22/05, small works roster, to be completed by the end of April.

Recreation Program Update

<u>February Revenue</u>	<u>Year-to-Date</u>	<u>2004 YTD</u>
\$34,375.78	\$67,149.19	\$57,005.54

Before and After School Program

There was a total of 108 registered Before and After School participants at Des Moines, North Hill, Marvista, Midway and Parkside Elementary School in the Highline School District and Woodmont Elementary School in the Federal Way School District. An additional 96 children participated on a drop-in basis or on an early release day.

Teen Dance

Staff partnered with the Des Moines Youth Council and hosted a Valentine’s Day Teen Dance on February 12, 2005 at the Field House attracting 142 paid teenage participants. Teens enjoyed music, photo opportunities, refreshments and socializing in a fun and safe environment.

Specialized Recreation Teen Social

Staff hosted a Specialized Recreation Teen Social at the Field House on February 11th and provided activities for 15 participants and their families. The socials are funded by a grant received from King County Family Support and are done in partnership with the Cities of Tukwila and Burien.

King County Classic Hoops Basketball Tournament

Staff hosted the King County Classic Youth Basketball Tournament on February 19th and 20th with RB Sports. There were a total of 25 basketball teams competing in 4 divisions. Games were played at Olympic Intermediate School, Pacific Middle School, Mt. Rainier High School and at the Des Moines Field House.

Senior Services Update

Senior Center Division Statistics – February 2005

	2004	2005
Number of Meals Served	892	976
Fee Program Participants	390	359
Drop In Participants	1,132	725
Volunteer Hours	2,246.25	1,489
Total Revenue for February	\$8,962	\$3,683.31

Special Events

Senior Prom Night on Friday, February 4th was a smash! Planned as a fundraiser for the senior center, it was a wonderful evening thanks to the BEST celebrity waiters in South King County! Ninety-eight dancers from all over South King County enjoyed dancing to the well known band, Joani Noel Duo. Many thanks to Jobs Daughters for doing a wonderful job as our volunteers for prom photos and dinner service. We also thank our sponsors Daystar Retirement Village, Village Green Retirement Center, IHOP, Safeway, and Des Moines Drug and Hallmark.

On Valentine’s Day ninety-five sweethearts were serenaded with the Sweet Adelines Quartet Night Flight during our Valentines Luncheon.

Senior Center Volunteer Support

We are pleased to announce our new Meals on Wheels Coordinator, Karla Shickley, who will oversee the program and the seven volunteers who make deliveries, input data, order meals and make weekly deposits. We have one new driver for our day trips and a new volunteer to help with set up for meals on Tuesdays in the nutrition program.

Community Development Revenue for January 2005 was **\$58,410**. Total revenue for the year is **\$270,958**.

Subdivisions/ Public Hearings and Related Activity

- Blueberry Lane Planned Unit Development, 199XX Des Moines Memorial Drive 70+lot PUD. Staff conducted a second pre-application meeting. We are now waiting for the developer to submit a formal application. Rumor has it that WSDOT and the applicant are discussing SR-509 right-of-way purchase for the roadway's extension to I-5.
- Cedarbrook Plat/PUD, 24xx South 240th Street, 29 unit attached SFR townhome subdivision. Units 1-16 were submitted for design review approval. Staff has completed its review on these units and is waiting for some additional information.
- Graceview Planned Unit Development, South 234th & Kent-Des Moines Road, 27-lot PUD. The project was sold to Dreamcraft Homes. Civil plans were recently submitted and are pending routing.
- Tobin Plat, 253xx 16th Ave. S, 6-lot subdivision. Preliminary plat and civil plans are approved. Project was sold to Kroupa Construction. Owner needs to construct improvements to move forward to final plat.
- Mediterranean Heights, 1211 S 272nd St, 11-lot subdivision. Still working with developer on disagreements regarding easements, retaining walls, and other improvements. The city attorney is drafting an easement that is believed will be accepted by Lakehaven Sewer District which will then enable the city to process the building permit.
- MacFarlane Homes Short Plat, 625 S 240th Street. Construction is progressing on the first 2 homes.
- Sunset Gardens 12 lot subdivision; 25416 22nd Avenue South. No change. Staff is waiting for developer to submit civil plans and post a bond. Mitchell Homes has expressed interest in purchasing this development.
- Grande Family Trust Short Plat, 23127 Marine View Drive South. 3-lot short plat. This short plat will remedy a nonconforming situation where there are now three single family residences on two properties. The short plat was recorded on February 15th. The private street maintenance agreement was sent to the King County Records Office for recording on February 25th. This project is complete and reporting will cease.
- Highline Heights Planned Unit Development: South 240th St and 22nd Ave S-19 lot PUD. Developer submitted PUD on February 8th. Plans have been routed and comments are due back soon.

Commercial Project Review

- Walgreens, 23003 Pacific Hwy. South. Development Services has completed its review of the building permit and approved, except for signage which needs more information and revisions.

- Oh Casino 258xx Pacific Highway South, 14,000 square foot Casino and Restaurant, The building permit was reviewed and approved by Development Services. Approval was qualified on the final submittal of an access easement. The city conducted a pre-application meeting for the adjoining Schnitzer property, which is the other property involved in the easement.
- Ohrt, 218xx 20th Avenue South, 2.2 acre office/warehouse development, Project is complete with the exception of some very minor building issues. Building has issued a temporary occupancy.
- Rainier Truck; 24225 Pacific Highway South, The applicant appears ready to pick up the building permit. Staff met with the project architect and informed him of the fees that are needed. The City of Kent has written a letter requesting that Des Moines collect in-lieu frontage fees in the amount of \$15,000 at time of building permit and then remit to City of Kent.
- Olympic Elementary Interim School Site Improvements, 7xx South 200th Street. We have issued a SEPA decision (MDNS). This decision has been noticed and is getting considerable attention from the neighborhood. It may be appealed. The appeal period concludes on March 10th.

2004 Shoreline Master Plan Update

Adolfson is expected to complete revisions requested by The Department of Ecology on the Draft Inventory and Characterization report by mid March. Staff is now coordinating a citizen open house and Planning Agency meeting for April 4th where shoreline designations and draft goals and policies will be discussed.

Code Enforcement

New cases 33
 Cases closed 33
 Cases currently open 86
 Total new cases, year to date 61
 Total closed cases, year to date 94

Building Division

Permit Activity for February, 2005

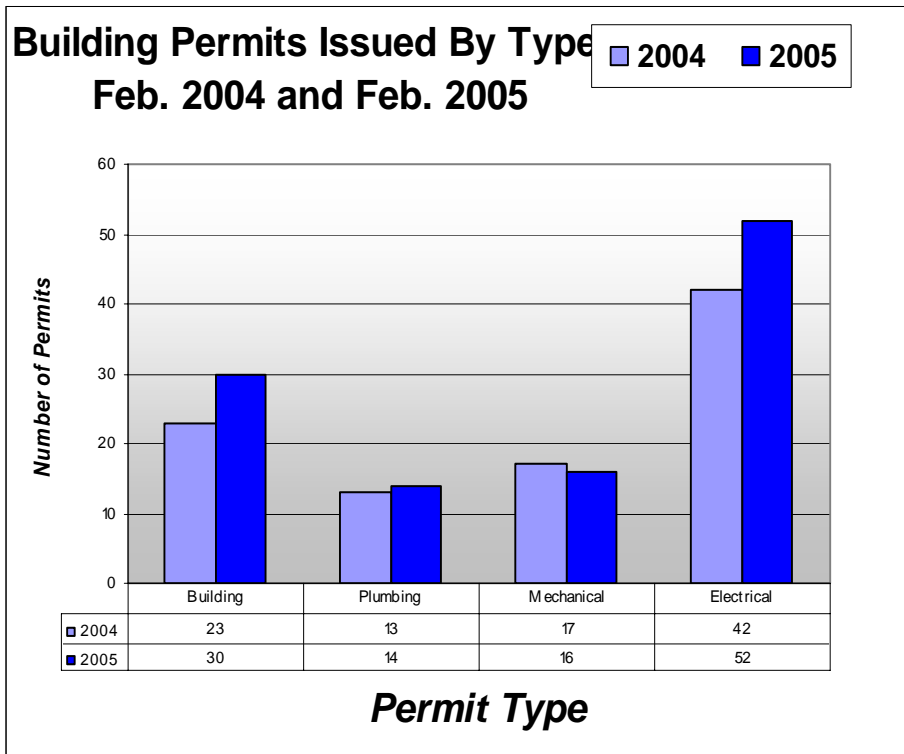
112 permits issued:

Building Permits:	30	Average Fee:	\$969
Plumbing Permits:	14	Average Fee:	104
Mechanical Permits	16	Average Fee:	69
Electrical Permits:	52	Average Fee:	133
Total revenue for February 2005:			\$58,410

Compared to same period last year:

95 permits issued:

Building Permits:	23	Average Fee:	\$807
Plumbing Permits:	13	Average Fee:	225
Mechanical Permits:	17	Average Fee:	98
Electrical Permits:	42	Average Fee:	104
Total revenue for February 2004:		\$51,602	



Upgrades to the Marina Electrical System

Elcon, Inc., the contractor for the Electrical System Upgrades project, moved onto the site in January. The Marina staff worked with Elcon, Inc. and the Marina’s consultant, Wood/Harbinger Electrical Engineers, to review and approve the equipment submittals. Elcon will start actual construction in March.

Marina Master Plan Update

In February, the Marina staff delivered to the consultants the financial and operational data necessary to update the demand forecast and financial performance portions of the Master Plan Update. This project is scheduled to be back to Council in early April for a briefing. Also, the City Manager, Finance Director and the Harbormaster met with an attorney that specializes in leases where publicly owned assets are leased to private parties. The staff’s goal is to gather information and create a plan for negotiating leases with prospective business owners who want to locate on the Marina floor.

Redondo Boat Ramp

The Marina maintenance staff continued to work on retrofitting the connection hardware on the south boarding float string for the launch ramp. The floats are being retrofitted to make them more stable in high wind conditions.

Because of the unusually warm weather this winter, revenues from the Redondo parking lot have exceeded the staff's estimates. Parking revenues, including fines totaled \$4555 for the first two months of the year.

Audit 2004

Staff has started to prepare year end revenue accrual entries. The Finance Director has been closely monitoring the General Fund's ending fund balance for 2004. In order to avoid a deficit position, the previous operating transfer to the MCI fund of \$150,000 has been reversed. Excess Real Estate Excise taxes received into the MCI fund are available to cover the loss of the operating transfer.

Quadrant Cashiering Systems

The Quadrant cashiering systems for the Police and City Hall locations were upgraded to the Windows version. Training sessions were conducted by the vendor representative in both administrative and operational functions. The Marina's Quadrant cashiering systems are schedule to be replaced with a point of sale system when their billing system is upgraded.

Contracts signed in the current month (February):

- Agreement with King County for the 240th Outfall Replacement Project
- Approved Consultant Agreement with KPG for 2005 Arterial Maintenance
- Authorization for King County to perform emergency repairs to Saltwater Bridge under existing Interlocal Agreement.
- Contract with Moffatt & Nichol for permitting assistance for current projects and long-term maintenance activities was signed in February. The contract was for \$49,300.

Contracts to be signed In March:

- SJUMP Construction Engineering and Design – Restroom Project
- Sonju Park Property Roofing Project

Bids, RFP's and RFQ's to be issued in following month (March and April):

- Bids for the Marine View Drive Bridge
- HVAC Upgrade – Council Chambers
- City Hall Parking Lot Improvement Project
- Activity Center Exterior Improvements Project
- RFP for the installation of a security camera system in the Marina. This project was approved as part of the Marina operating budget for 2005.