

## *City Manager's Office*

January 17, 2007

To: City Council

From: City Manager

Re: Monthly Report – December

### Marina Storm Damage

The storm that hit the area on December 14th caused some damage in the Marina, although most of it was minor. Two of the gates, some of the parking lot lights and the roof on the Redondo restroom sustained minor damage. The damage to the dock cost about \$900 to repair. The roof on the Marina office was more seriously damaged. About a third of the shingles on the south side of the building blew off and some areas of the west facing roof were also seriously damaged. The staff has solicited several bids for the repairs, and it looks like it will cost \$7,000 to \$8,000 to replace the shingles in the damaged areas.

Although it was not discovered immediately, the storm damaged some of the conduits carrying electric wiring to the fuel dock. Some of the fuel delivery hoses were damaged also. Because of the location of the damage, which was at the transition from the guest moorage float to the fuel dock, a long run of wire will need to be removed and new wires installed. The flex hoses in the fuel delivery lines at the transition will also have to be replaced. The staff is still waiting for estimates for the repairs, but the total is expected to be \$5000 to \$6000.

The touch and go dock near the entrance to the Marina basin was damaged by the high winds and waves. Installed in 1969 as part of the original Marina, the touch and go dock is near the end of its useful life. Before the storm, Marina staff had been making plans to replace some of the key components of the float and was getting prices on replacing the ramp, some of the floatation blocks, and most of the decking. Another problem is that the wood guide pilings that hold the dock in place have been worn down over the years. The wind storm created some large wave conditions in the entrance to the Marina that put a lot of extra pressure on the guide piling and accelerated the wear on them dramatically. Two of the guide piles have very little cross-section left and staff is not confident that the dock will remain in place if we are hit with another storm. At this time staff is making plans to remove the dock and the guide pile system and begin planning for its replacement.

Fire Suppression Stand Pipe System of K and L Docks

With the exception of the installation of a few of the standpipes and the final inspection by the Fire District, this project is complete.

Marina CCTV Security Camera Project

Staff is close to completing their part of this project, which was to install all of the conduit runs. The contractor plans to install the cameras and equipment the second week of February.

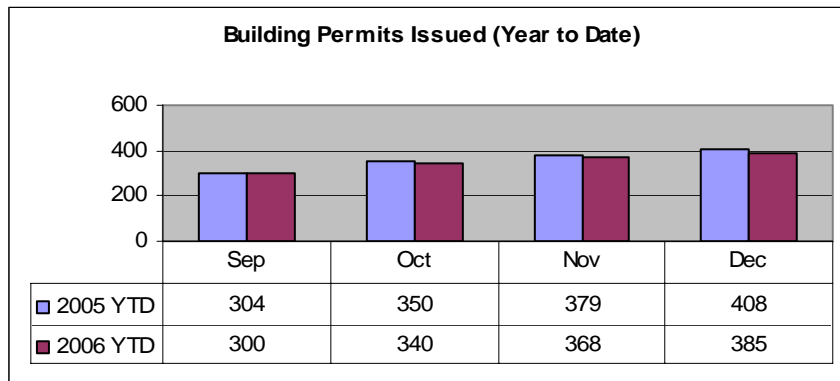
M Dock Rewiring Project

Most of the equipment has been built and is ready for delivery. Staff is working on reinforcing M Dock and replacing foam floatation blocks. This project is on schedule to be completed in March.

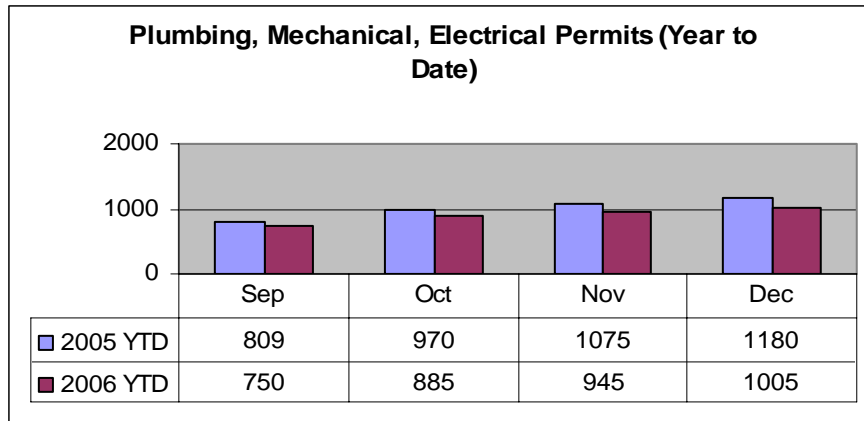
Floating Breakwater at Redondo

After labor, the largest cost associated with operating the boat launching ramp at Redondo is the cost of installing the floating breakwater sections before the season and removing them after the season is over. This year, the Marina staff is leaving the breakwater in place to see if it is feasible to go with a longer rotation. For example, it may be more cost effective to pull the breakwater sections every other year for routine maintenance rather than every year. Staff has always been concerned about the anchoring systems ability to keep the breakwater on station during bad weather, and about the accumulation of sea life on the breakwater sections that might make them less buoyant. So far, the anchor system has worked well and the breakwater has stayed in place even through the big storm of last month. Staff is experimenting with ways to clean the breakwater in place. If a method can be developed, the breakwater will not be pulled every year. The cost for installing the breakwater and then pulling and cleaning it is about \$7,500 dollars per year, including staff time.

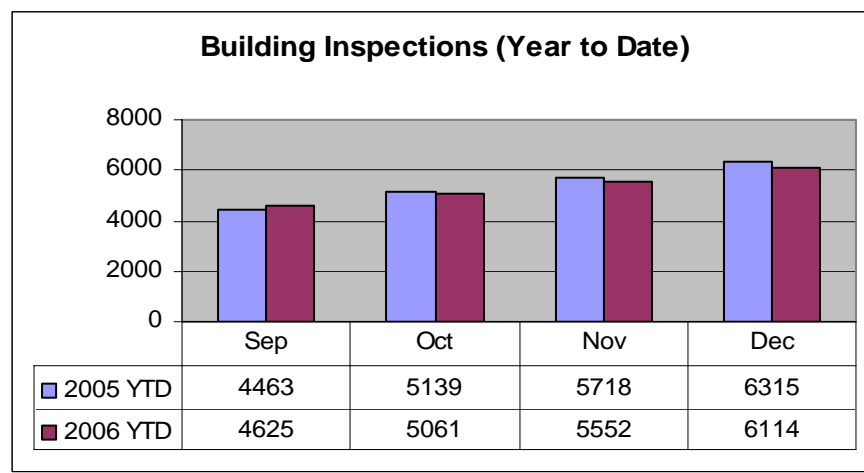
Building Division



Building permits are down 5.6% from 2005



Plumbing, mechanical & electrical permits are down 14.8% from 2005



Building inspections are down 5.9% from 2005

Seventy-seven permits were issued in December 2006 with overall revenue of \$98,518. The City Hall/Building Division front counter processed \$266,896 worth of total City receipts in December. The total 2006 year-to-date revenue as shown in our Sierra permit system for the PBPW Department is \$1,405,773. The Building portion is 69.8% (\$981,694), Planning 18.4% (\$258,685), and Engineering 11.8% (\$165,394).

The Building Division is now posting next day inspections on the City's website. Customers can now check the next day's inspection schedule at any hour of the day without calling the City.

Mt. Rainier High School continues to require about 3 to 4 hours of inspection time each day. Interior wall finishes are going up, mechanical and electrical systems are being installed, fire sprinkler system installation has begun, and exterior earth work continues to be developed.

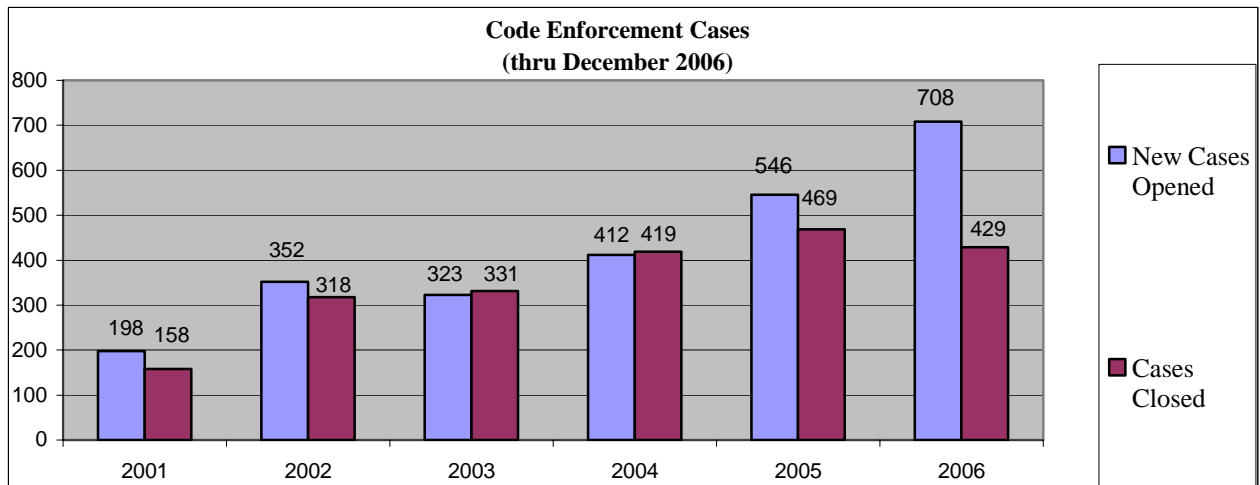
Municipal Capital Improvements (MCI):

- Steven J. Underwood Restroom. The contractor has started installing the walls.
- Des Moines Beach Park building renovations. On hold until Beach Park utilities have been installed.
- Des Moines Creek Trail. Waiting for budgeting and scoping discussions.
- Des Moines Memorial Flag Triangle Renovation. Waiting for INCA to provide a final design.
- City Government-wide Space Study. Waiting for staff comments on first round of interviews and architect’s preliminary concepts.
- Redondo Police Substation Tenant Improvement Project. Working with the Joshua Green Company to have it complete the tenant improvements.
- Activity Center Floor Refinishing. Completed during the last two weeks of December; some minor touch-ups are needed.
- Wooton Park Lighting. PSE has provided costs for owning, installing and maintaining 10 new lights in the park. Awaiting signing of contracts.

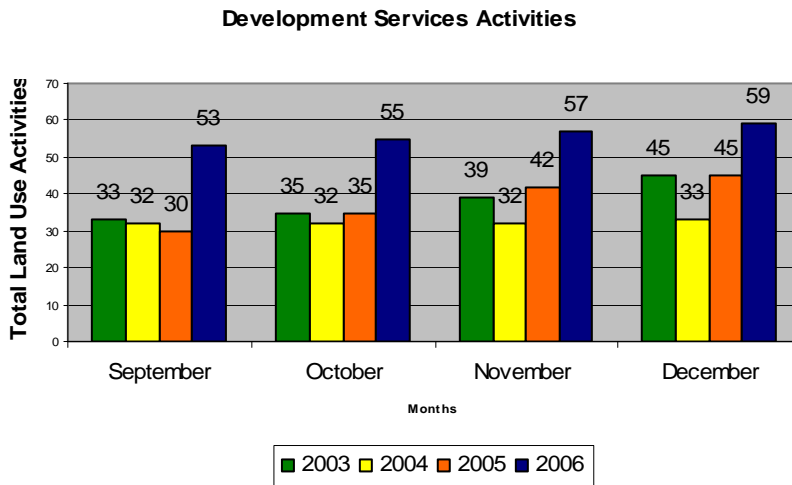
Preliminary Damage Assessment (PDA) for December Windstorm.

The City Manager formally declared a state of emergency December 18, 2006, due to the windstorm on December 14 and 15, 2006. PDA forms were furnished to King County January 5, 2007, to be added to the total storm damage for the State in order to get FEMA funds from the federal government. Damages from the Beach Park buildings, Marina docks and fueling system, road closures due to trees downed, etc. were included in the estimate. The Saltwater Park Bridge is part of the FHWA emergency and not included in the PDA forms.

Code Enforcement



## Development Services



Land use activities continue at record high levels

Key New Projects:

- 1) Sunset Townhomes
- 2) Reactivation of Seascape at Des Moines Mixed Use

## Subdivisions and Related Activity

- Highline View Estates 21 lot PUD, 22xx South 240<sup>th</sup> Street. Staff met with the applicant on December 8, 2006 to discuss city comments related to wetland mitigation requirements and the storm water detention facility. The applicant has indicated that the original PUD application will be converted to a modified subdivision application using a limited density transfer when the application is resubmitted in January.
- Nhut 4 lot Short Plat, 2004 S. 253<sup>rd</sup> St. The applicant revised the short plat to resolve the significant design issues: ROW width, hammerhead v. cul-de-sac, size and location of the detention vault, environmental sensitive areas tract, and access to the lots. Departmental review of the revised plans and technical reports will be complete in January 2007.
- Mulvanny Lot Line Adjustment. Staff has informed the applicant that in order to proceed with the consolidation, the original application will have to be withdrawn and new application filed in when the new regulations are effective. Since the applicant has not given the City direction on how to proceed, staff will be issuing a denial letter in January.
- Singh 2 lot Short Plat, 24827 16<sup>th</sup> Avenue South. The revised site plan was submitted on December 13, 2006 and was routed for review the first week of January.
- ADKP 4 lot Short Plat, 22752 10<sup>th</sup> Avenue South. The applicant is still working on the revision needed to address staff's comments related to the design of the proposed private street, construction of the rockeries, and the size of the lots. The applicant submitted the SEPA application on November 22, 2006. On December 29, 2006 Development Services determined that the application was complete. A threshold determination should be issued by mid-January.

- Landmarque 75 lot Townhouse Subdivision, 260<sup>th</sup> and Pacific Highway South. The revised subdivision layout and Technical Information Report is currently under review by staff. Due to the storm events this month, the review deadline was extended. Preliminary review from Planning indicates that the townhome lot sizes are so much smaller than the 3,600 square foot standard that parking problems are surfacing. Design flexibility for future home designs also appears to be problematic.
- Maslow 5 lot Subdivision, 18xx South 222<sup>nd</sup> Street. The applicant is working on the revisions to the civil plans necessary to address staff comments related to the design of the SWM facilities, the roadway improvements, the restoration plan for the impacted buffer areas, and the building permit application for the retaining wall.
- Blueberry Lane 66 unit PUD, 199xx Des Moines Memorial Drive. On December 14, 2006, the City Council approved the preliminary Blueberry Lane PUD plat. The applicant plans to submit for civil plan review in January.
- Pacific Heights (formerly Grandville Southern) 77 lot PUD, 15xx South 279<sup>th</sup> Place. Departmental review of the site plans and specifications is scheduled to be completed by January 19, 2007. Staff is also coordinating the review with the City of Federal Way to ensure that agreements made 5 years ago remain acceptable. Once the reviews are complete, a meeting will be scheduled with the Cities of Des Moines and Federal Way review staff to discuss concerns and the need for any interlocal agreements.
- Crestwood Park 64 lot PUD, 27425 16<sup>th</sup> Avenue South. The applicant submitted material on November 8, 2006 requesting to divide an 11.87 acre property into 64 lots; staff issued the notice of complete application on December 8, 2006. The project is still evolving as the applicant assembles even more property and revises his layout. This will require the application to be updated. Since significant changes are likely. Departmental review of the site plans and specifications has been put on hold until the applicant submits the revised subdivision layout.

#### Commercial Scale Projects

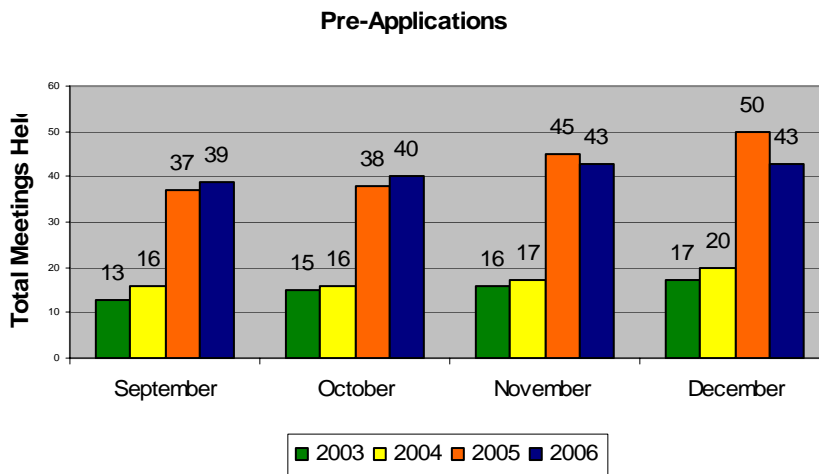
- Sunset Townhomes, 12 units townhouse development, 2805 S. 216<sup>th</sup> Street, The City received a design review application for the construction of 12 townhomes in the Pacific Ridge neighborhood on December 8, 2006. If the application is complete, Development Services will issue the notice of complete application and route the plans for departmental review.
- Dom Construction, 3 story 6981 SF office building, 22608 Marine View Drive South. Currently the City is waiting on the applicant to submit full civil plans, the grading permit application, and the building permit application. Since the project site consists of three legal lots, the applicant will be required to submit a lot line adjustment application to consolidate the lots.
- Rahul Place, 3 story 25,137 SF office building, 23040 Pacific Highway South. Development Services issued the official comment letter on October 4, 2006. The applicant has submitted a Technical Information Report (TIR) to address the City's concerns related to the vault design and other on site drainage facilities. Staff is waiting on the re-submittal of the Building Permit Application.

- Midway Elementary, 2 story 68,000 SF school, 22447 24<sup>th</sup> Avenue South. Staff issued design review comments on December 12, 2006. The key issue discussed in the City's comment letter included the need for a parking study to determine what adequate parking for the proposed and future use of this facility should be: design of the storm water detention facilities; design of the proposed ROW cross-section; parking lot layout; service areas; grading; and landscaping.
- Bay Villa Apartments, 3 story 15 unit townhouse development, 16<sup>th</sup> Avenue South and Kent – Des Moines Road. The DNS was incorrectly noticed; therefore, the City will have to rescind the first SEPA decision and issue a new determination with new dates. Coordination with the developer is currently underway to resolve this issue. Additionally, the applicant is still working to revise the design to address staff comments related to the height of the building, landscaping, parking lot layout, environmentally sensitive areas, design of the driveway, and the proposed traffic signal revision at 16<sup>th</sup> Avenue and Kent-Des Moines Road.
- Barcelona Mixed Use, 277 dwelling units and 20,000 SF commercial, 22837 Pacific Highway South. The applicant is still working to revise the design to address staff comments related to the driveway location, drainage easements, recreational areas, design of service areas (trash collection points), sidewalk width, and fire access. Additionally, since the project site consists of two legal lots the applicant is required to submit a lot line adjustment application to consolidate the lots.
- Beach Park, 22030 Cliff Avenue. Due the weather this winter work on the restoration of the Auditorium has been put on hold until the completion of the Marine View Drive Bridge project. Additionally, staff is working on developing a SEPA planned action in order to complete the environmental review for the restoration of the other buildings in the Beach Park and the utility expansion needed to serve the Park. Staff is also looking at combining the Marina's utility expansion with the SEPA planned action for the Beach Park.
- Patel Medical Arts Building, 3 story 17,400 SF medical office building, 22613 Pacific Highway South. The owner contacted the Engineering Division and stated that he did not agree with the increased trip generation numbers (48 trips) even though the City approved the trip generation memo that was resubmitted by his engineer, Ross S Heller of Perteet Inc. The Building Division faxed comments to the applicant on October 10, 2006. Staff is waiting on the re-submittal of the building permit application.
- Zenith Viewpointe, 4 dwelling units and 1,800 SF commercial, 239xx Marine View Drive South. The existing site improvements have been removed. The applicant has opted to redesign the development to shift the mixed use building away from Marine View Drive. A building permit application for the new design was submitted on November 21, 2006.
- Seascape at Des Moines, mixed use building containing 37 dwelling units and 8,400 SF commercial, 22607 Marine View Drive. The applicant submitted for a building permit on December 20, 2006. This new submittal is in response to comments sent approximately one year ago.

- Bayside Place (formerly referred to as Sunway Services and Bayview Plaza), mixed use building containing 22 dwelling units and 7,000 SF commercial, 22325 7th Avenue South. The building permit is approved and waiting for the applicant to pick it up.
- Judson Park, 32 dwelling unit, 2 wing expansion, 236xx Marine View Drive South. Building permit is approved. Applicant has indicated that the permit will be picked up in January.
- Prasad Sewer Main, 1064 extension, 17<sup>th</sup> – 20<sup>th</sup> Ave S. The contactor has now installed the entire pipe, but Midway Sewer District is not accepting portions of the main installation. A video inspection of the pipe indicated that early phases of the pipe installation have unacceptable bellies and joints that are separating.

Shorelines/ESA'S

- Redondo Waste Water Treatment Plant Outfall Repair and Replacement. The plans and specifications to stabilize the sea wall adjacent to Redondo Shores Drive are currently under review. Prior to final approval and issuance of the associated grading permit, the applicant will need to submit the bond quantity worksheet and post the required bond amount.
- HCC Marine Science Center, 28203 Redondo Beach Dr. S. Review of the revised materials submitted for design review has been completed by staff and a comment letter was mailed to the applicant on December 28, 2006. The applicant still needs to address the parking plan, ADA access, and the frontage improvements required for the facility. The applicant has submitted a building permit application; however, staff will not be able to approve the building permit application until the City's comments have been addressed by the applicant.



The city is experiencing twice the normal number of annual pre-application requests over the last two years.

### Marine View Drive Bridge

Work in December consisted of installing the creek weirs and preparing the channel for the bank geogrid (reinforced earth) work. Work was delayed for two weeks as the geogrid work was redesigned when the existing fill material was found to be unsuitable for use as geogrid backfill. The site was also closed between Christmas and New Years.

Work on the road and flag triangle is anticipated to be complete by the end of February. Completion of the entire project is anticipated in the summer of 2007 when the next fish window will allow the abandonment of the existing culvert and completion of any remaining stream work.

### NPDES Permit

The final draft permit public comment is now closed and staff is waiting for the Department of Ecology to issue the permit. The issuance of the permit has been delayed to January 17 to avoid the holidays. With the issuance, 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). Once the permit has been reviewed, staff will be seeking consulting services over the next 2-3 years to develop a NPDES program for the City and provide services as needed to help meet the requirements of the permit.

### 2006 Landslides

Staff has submitted a damage inspection report to WSDOT for application of Federal Highway Administration emergency relief funds. As this is an emergency project, work proceeded in early January. Cost of the repair is estimated at \$250,000.

INCA Engineering is also proceeding with the design and environmental work for repair work on the three landslides that occurred last January. Due to the delay in obligating the funds and the need to complete the work in dry weather conditions, work on these slide repairs will not occur until next spring. Instead, the sites have been readied for the rainy season. Staff will monitor the slide areas over the winter.

### Saltwater Park Bridge – South Approach Reconstruction

During the December 14, 2006, windstorm event the south approach to the Saltwater Park Bridge on Marine View Drive was significantly damaged. During the windstorm a tree fell onto the top of a concrete retaining wall causing the wall to shift and the top steel anchor cable to break. This allowed a third of the wall to spill down the steep slope under the bridge. The western lane of the approach roadway was undermined during the failure. Marine View Drive at the Saltwater Park Bridge has been closed to all traffic until further notice. Traffic is being detoured to 16<sup>th</sup> Avenue South, via South 251<sup>st</sup> Street on the north end of the bridge, and South 258<sup>th</sup> Street on the south end of the bridge.

Upon discovery of the failure, King County bridge engineers were called to the site for a preliminary assessment. The City has asked Reid Middleton to provide an assessment of the bridge, the approach roadway, the associated damage, and to recommend a solution to

the failure. The site is being regularly monitored, and there seems to be some movement in the slide area. The City is continuing to work with Reid Middleton to make further assessments of the slope stability around the bridge piers. A survey crew has been brought in to collect critical data around the slide area, the approach roadway, bridge piers, and the south bridge abutment. A geotechnical engineer has also been called to the site. Exploratory borings are currently being taken at the site.

As we are still trying to stabilize the situation, the costs indicated for the Temporary/Emergency Repair are a very rough estimate, and could be as much as \$500,000. The same holds true for the estimate of the Permanent Restoration. Since we don't have the geotechnical report or engineering analysis yet, it is hard to determine the magnitude of the repair costs, but the total will likely be over \$2,000,000. The bridge has been included in a State Federal Highway Administration (FHWA) Emergency Relief request and is not part of King County's request.

16<sup>th</sup> Avenue South Improvement Project (Phase I): S. 272<sup>nd</sup> St. to S. 260<sup>th</sup> St.

This project is partially funded through the Washington State Transportation Improvement Board (TIB). In December, staff and KPG, the City's design consultant performed the following tasks:

- Plan Modifications: Per the request of the Des Moines Surface Water Management Engineer, KPG completed a preliminary design finding that realignment of a major drainage culvert and placement of a catch basing in the City ROW is feasible. This improvement will allow SWM staff to clean the storm drainage system without access on private property. SWM staff is working with one property owner to secure the necessary ROW and it is anticipated this will be on the Council agenda for acceptance in January. This work, as well as requested relocation of catch basins at two intersections will be performed as a change order under the 16<sup>th</sup> Ave S. contract.
- Utilities:
  - The Highline Water District mobilized for construction of a new water line in the corridor. Highline Water District requested modification to the ROW permit to allow for a 5' offset from centerline versus 10' due to the close proximity of a natural gas trench. A waiver was granted and construction began on November 13. Snow delayed the project approximately one week and it is scheduled for completion on January 22, 2007.
  - PSE, Comcast and Qwest: PSE completed gas connections mid-November. They have been notified to perform additional pavement repair. Qwest began work to install underground communication cable where necessary, but notified the City that they would not be able to complete their work by January 15 due to delays in Comcast's work as well as conflicts with construction in the corridor. Staff is working with these two utilities to resolve the conflicts and accelerate the schedule for completion.

- **Road and Sewer Construction Contract:** The project was advertised for bid and there was significant interest in the project as approximately 15 contractors purchased plans. A pre-bid conference was held on November 7, two addenda were issued and six (6) bids were read during the opening on November 21. One additional sealed bid was returned as it missed the deadline. Following tabulation and evaluation of the bids, Scarsella Brothers, Inc was found to be the lowest, responsive bidder and staff recommended Council Award contingent on approval of Alternate Bid Schedule B by the Midway Sewer District. Approval of Schedule B sewer improvements was granted on December 13, 2006 by the Midway Sewer District. On December 14, Des Moines City Council awarded the contract to Scarsella Brothers, Inc. and a notice to proceed is expected to be given in February.
- **TIB Grant Funding:** The updated engineers estimate and bid tabulations were sent to the Washington. State Transportation Improvement Board (TIB) for review and approval authorizing contract award and providing approximately \$2.6 million in state funding for construction. A request was made to TIB for a 15% increase in funds due the significant increase in costs since the initial grant was awarded. So far the City has received an additional \$125,000 from TIB for this project. More money is expected as surplus funds from other agency's projects are completed.
- **Construction Management/Inspection Services:** Staff negotiated work on the "scope of work" with KPG for construction engineering services. This scope was approved by Council on December 14.
- **Construction Licenses:** An additional temporary construction license was secured from a property adjacent to the corridor. Staff will continue to work with the remaining owners to mesh the City's improvements with adjoining properties.
- **Communications:** Over 300 notices were sent out to local residents related to water line construction in October; a press release was issued, but unpublished by the local paper. Few, if any, complaints were received by the City related to this work. Advance signage advising reroutes was ordered for 10 locations as part of Highline Water District's (HWD) project and the City agreed to purchase half of the signs given mutual benefit for the City's contract. Signs have been installed. The web site was updated in December.

Police Department - Statistical Data on Reported Crimes

The following is a comparison between December 2005 and December 2006. Included are a year-end total for 2005 and a running total for 2006.

<b>Offense Type</b>	<b>December 05</b>	<b>December 06</b>	<b>% Difference</b>	<b>2005 Total</b>	<b>2006 Total</b>
Homicide	0	0	0%	0	0
Rape	2	0	-100%	19	10
Robbery	4	7	+75%	45	37
Assaults	26	19	-27%	296	258
Burglary	26	21	-19%	242	212
Larceny	52	63	+21%	732	537
Arson	0	0	0%	4	4
Motor Vehicle Theft	36	22	-39%	428	348
Officers Assaulted	0	0	0%	4	0
Clearances Adult Arrest	29	37	+27%	353	259
Clearances Juvenile Arrest	3	4	+33%	53	58
Calls for Service	1,730	1,863	+8%	23,521	23,192

Aquatic Management Group Operations Report November – December 2006

Historically a low usage time, November and December, 2006 have proven to be no different. Colder temperatures as well as the rash of snow, wind and ice storms have kept many people away. While not incurring any significant physical damage from the various storms, there was some significant lost revenue during the two day shut down for ice, and the three day period without power. In addition a series of power surges during the week of December 26th shut the pool down for short periods, interrupting programming. Puget Sound Energy (PSE) reported that a faulty transformer that serves the pool was the problem. An exact accounting of loss during that time is being compiled.

The new pool cover seems to be serving its purpose by keeping the pool temp significantly warmer without the use of the boiler. Initial reports from PSE indicate that thermal use is down when compared to the same period and similar outside temperatures

from last year. AMG is not seeing a reduction of cost however as PSE has raised their rates since this time last year.

The pool operator and the City have been approached by the Mt. Rainier Boys' Swim Team about the possibility of cleaning out the room above the pool operator office, currently being used as the swim team office/storage room, and converting it into an office overlooking the pool. This office could be used for meetings and the running of the swim team computers during swim meets. Plans would need to be drawn up and approved by the City and all labor would be paid for by the team. The team agreed to the initial terms and is moving forward with a proposal.

Some of the significant events and programs occurring at Mt. Rainier Pool from Nov – Dec 2006:

- Public and lap swims remain inconsistent. When the weather is warm / less severe our numbers remain in the high 20's. AMG expects number to increase as the weather calms down.
- King Aquatics remains the biggest revenue generator, followed by the Highline School District with Tyee and Mt. Rainier High Schools.
- AM water exercise classes are back up to their usual strong numbers. Working showers and warmer temperatures have made many participants return.
- While examining the filter system, Aquatic Specialty Services indicated they can by-pass the broken global control module and give us control of the water temp again. This would enable us to bring down the water temp on the weekends and save money. Cost is approximately \$1,000.00
- As in years past, the pool was on a modified schedule during the week between Christmas and New Years. This allows for reduced staffing while accommodating the Mt. Rainier swim team extra swim time. There is no reduction in pool time to the public during this time.
- AMG hired an outside contractor to chemically clean the restrooms once a month for a three month trial period. While costly, the trial will show whether the level of cleanliness achieved is substantially better than what AMG currently provides.

Financial notes – for Jan 1 2006 – Nov 31, 2006:

The pool financial situation remains strong. The first round of PSE bills have arrived and are no more devastating to the bank accounts than last year. It remains to be seen what effect the extended shut downs will create. The most important thing about financials is what you don't see. AMG is no longer in debt to several vendors and PSE payments are current. AMG enters winter 2007 in a stronger financial position than this time last year.

#### Des Moines Beach Park Historic Buildings Projects

City Parks, Public Works, Building, Planning and Marina staff are taking a comprehensive look at all of the City's Marina, Beach Park and Des Moines Creek Basin projects (construction, utilities and dredging) to determine scheduling and the best approach to permitting for the benefit of the projects and use of available resources.

Due to the many unforeseen environmental, utilities and emergency issues impacting the Beach Park Historic Buildings projects this fall and winter, BOLA was hire to complete additional design and engineering work outside of the original project scope which will increase their contract amount by \$17,831. The scope of work included: soils engineering and test pits, mechanical system modifications, separate drainage bid package, grant application assistance and a drainage mitigation report. Additionally, emergency work to evaluate and produce flood damage estimates for the FEMA flood assessment total \$3,967.

#### Auditorium:

The development of construction documents and project permitting began in May. The pre-application process with Building and Public Works staff took place in July and the project was reviewed by the King County Historic Preservation Commission Design Review Committee for a Certificate of Appropriateness. The project has been delayed due to environmental issues and park flooding. City Public Works crews have completed minor drainage maintenance work in an attempt to protect the building from further water damage during this fall's rainy season. Staff expects that the actual construction project to be delayed until later this year. The goal is to parallel the completion of much needed Des Moines Creek Basin detention projects.

#### Dining Hall, Picnic Shelter and Sun Home Lodge:

Staff is working with BOLA Architecture and Planning Design to develop the scope of work for Dining Hall, Picnic Shelter and Sun Home Lodge design services to include: specifications, plans, and project cost estimates. The Dining Hall project will include plans to elevate building above flood plain, stabilize and reconstruct building foundation, remove utilities from beneath building, structural improvements (framing, sheathing, windows) as well as construction administration services.

Washington State Heritage Capital Projects Funds has awarded a \$650,000 grant which will supplement the City's project funding. The state appropriation will be available on July 1, 2007.

#### Field House Exterior Renovation

Staff is working with Pilgrims Progress Preservation Services to update an on-site inspection report initially drafted in February, 2006, of the condition of the Field House exterior walls. Recommended treatments for the wall deficiencies noted in the report must comply with the Secretary of the Interior's Standards for the Treatment of Historic Properties. Pilgrims Progress has vast experience in the preservation of historic buildings and is one of only a few companies qualified to complete the project work.

#### Field House Restroom Fixture Repairs

Field House lower floor restrooms are old, deteriorated and long overdue for an upgrade. Staff will be sending out a Small Works Project - Invitation to Bid for the replacement and installation of restrooms fixtures including five toilets, one urinal flush unit, two sinks, mirrors and accessories.

Zenith Park

Staff is working with Highline School District to negotiate a new Interlocal Agreement to re-establish the use of the Park in 2007. The new agreement would be similar to the city’s historical use agreement with the school district with the exception that Highline School District would mow the site during the months of March through August, thus relieving City crews from this task during this busiest maintenance season.

Wooton Park

Council approved an agreement with Puget Sound Energy (PSE) for the installation and maintenance of replacement park pathway lighting at Wooton Park. PSE plans to install the new light poles (purchased by the City) in the same locations as the previous system. The work is scheduled for completion in March.

Recreation Program Update

<u>December Revenue</u>	<u>Year-to-Date</u>	<u>2005 YTD</u>
\$25,892.45	\$677,974.51	\$604,892.95

Before and After School Program

During December, 146 children register for Before and After School programs at Des Moines, North Hill, Midway, Marvista and Parkside Elementary Schools in the Highline School District and Woodmont Elementary School in the Federal Way School District. Another 188 children participated on a drop-in basis or on an early release day.

Youth and Teen Basketball League

Our 2006-2007 Youth and Teen Basketball League is going again with the first games having taken place on December 9. This year 550 kids are participating on 60 different teams. Participants range from kindergarten through 10<sup>th</sup> grade and all teams are coached by volunteer coaches and sponsored by local businesses. Games are played at the Des Moines Field House, Pacific Middle School, and North Hill Elementary, while practices are conducted at numerous facilities throughout the greater Des Moines community.

Winter Break Camp

A total of 93 children participated in our Winter Break Camp over a 6 day period between December 21 and December 29, 2006.

Senior Center Division Statistics – December 2006

	<b>2005</b>	<b>2006</b>
Number of Meals Served	1,066	461(closed for floors)
Fee Program Participants	177	178
Drop In Participants	1,345	789
Volunteer Hours	3,075.75	1,015.25
Total Revenue for December	\$8,782	\$2,838

### Activity Center Building Improvements

The Activity Center was closed from December 18 until January 2 for repair and refinishing of the hard wood floors throughout the building. Greater Seattle Floors was contracted for the project and paid with funds from the City's building maintenance budget. Because this is the first refinish to the floor since the center opened in 2003 it was necessary to close the building for two weeks. The contractor stripped the finish, replaced damaged boards and put three coats of oil base varnish on the wood. The project was completed on schedule. Staff relocated to the Field House and senior programs and classes were relocated to Wesley Homes. Many classes, workshops and services were cancelled the last two weeks of December due to the additional challenges of losing power from the December 14 storm. Plans are to budget for annual refinishing of the wood floors so that the Center does not have to be closed for more than 4-5 days in the future.

### Nutrition Program

Senior Services hosted the annual holiday lunch on Thursday, December 14, serving 125 guests. Many thanks to the adult bible study class at Grace Lutheran Church for providing volunteers to help serve, photos with Santa, and provide a small gift for each guest. Thanks also to our wonderful kitchen volunteers and the parks crew for helping to serve and clean up after such a big event. Santa Claus was volunteer driver Ray Clark, who started growing his beard in August for the holiday season and Breakfast with Santa. The nutrition program operated out of the Masonic Lodge the week of December 18. There were no meals served the week of December 25.

### Human Services Advisory Committee

Staff began preparing contracts and reporting forms for the 2007 human services agencies who will receive funding from the City. Letters were sent to each agency informing them of their grant acceptance and amount.

### 2007 Operating Budget

The 2007 internal budget appendix document was compiled and distributed to staff. All revenues and expenditures were entered into the Eden Financial System by staff. A final review is pending by the Finance Director prior to committing the 2007 budget in order to view budget amounts in the 2007 reports.

### 2005 Audit

The exit conference was deferred to a date in January 2007. Results of the audit included only exit items that concern procedural and policy issues. There were no findings. Financial and accountability report will be issued in 2007.

### Consultant Services & Contracts

1. Contracts signed in the current month  
Saltwater Park Bridge Engineering Service contract with Reid Middleton
2. Contracts, Bids, RFP's and RFQ's to be issued in the following month  
Marina staff expects to execute a contract with Waterfront Construction in January for the installation of some replacement piling in the Marina.