

# *City Manager's Office*

July 13, 2006

To: City Council

From: City Manager

Re: Monthly Report

## Permit Activity

191 permits were issued in June 2006 with overall revenue of \$318,327 including \$245,605 for 28 building permits plus 83 plumbing, mechanical and electrical permits. The City Hall/Building Division front counter processed \$351,251 worth of total City receipts in June.

## Building Division

There were 614 Building Division inspections in June 2006 as compared to 417 in 2005. Annually, our inspections are running about 12% ahead of last year's record year.

Mount Rainier High School continues to place footings, foundations and concrete masonry unit walls. Structural steel erection has begun. This site is now in full swing as all trades have areas to work. Work is requiring about 2 hours of inspection time each day. This will increase to 3 to 4 hours per day during peak construction.

The Des Moines Theater is working on their corrections list. They remain open while they are working.

## Code Enforcement

There were 34 new cases opened and 32 cases closed during June. For the year, 280 cases were opened and 255 closed, 227 are currently open. There are approximately 95 cases pending.

Code Enforcement is sending out correction letters to businesses needing current licenses and continuing to work with the Legal Department to develop a process of dealing with business licenses problems. Currently there are 135 addresses regarding some businesses, large apartments and single family rental units without current business licenses on my list. A lot of the businesses have been operating many years without business licenses.

### Subdivisions and Related Activity

- Massey Creek Estates 7 Lot Subdivision, 23406 S 14<sup>th</sup> Avenue. The applicant submitted material on June 23, 2006 requesting to divide a 2.35 acre property into seven lots under the provision of DMMC § 17.16. Staff will review the application for completeness by July 7, 2006 and issue a determination.
- Nichols 3 Lot Short Plat, 23246 Marine View Drive. The applicant submitted material on June 21, 2006 requesting to divide a 1.04 acre property into seven lots under the provision of DMMC § 17.12. Staff will review the application for completeness by July 7, 2006 and issue a determination.
- Nhut 4 lot Short Plat. The applicant submitted material on June 14, 2006 requesting to divide a 2.57 acre property into four lots under the provision of DMMC § 17.12. Staff issued a notice of complete application on June 19, 2006. The public noticing period for the application will be from July 7, 2006 to July 21, 2006. Divisional review of the site plans and specifications will be completed by July 14, 2006.
- First Baptist Church Lot Line Adjustment. The applicant submitted material on June 13, 2006 requesting to consolidated tax parcels 1622049225 and 1622049117 under the provision of DMMC § 17.28. Staff issued a notice of incomplete application on June 19, 2006. Staff is waiting on the re-submittal of the missing item (the survey).
- ADKP 4 lot Short Plat, 22752 10<sup>th</sup> Avenue South. The applicant submitted the required missing or incorrect items (Radius Map, Mailing Labels, Name of Short Plat) and staff issued a notice of complete application on June 19, 2006. Divisional review of the short plat will be complete by July 14, 2006.
- Landmarque 75 lot Townhouse Subdivision 260<sup>th</sup> and Pacific Highway. The applicant is working on the revisions to the site plan, specifications, and SEPA checklist to address the comments provided by City staff on June 1, 2006.
- Maslow 5 lot Subdivision, 18xx South 222<sup>nd</sup> Street. The preliminary modified subdivision was approved by the City Council on July 6, 2006.
- Dovey 4 lot Short Plat 1655 S. 225<sup>th</sup> Street. The applicant has submitted the revised road cross-section and right-of-way width. Divisional review of the plans should be complete by July 7, 2006.
- Blueberry Lane 66 unit PUD, 199xx Des Moines Memorial Drive. Divisional review of the revisions is complete. Staff is still waiting on comments from the City of SeaTac, which should be submitted to the City by July 6, 2006. Staff will issue the combined comment letter and SEPA threshold determination by July 10, 2006.
- Pacific Heights (formerly Grandville Southern) 77 lot PUD, 15xx South 279<sup>th</sup> Place. The applicant submitted material on June 1, 2006 requesting to divide a 12.72 acre property into seventy-seven lots under the provision of DMMC § 17.16, DMMC § 18.52 and the settlement agreement. Staff issued a notice of incomplete application on June 16, 2006. Staff is waiting on the re-submittal of the missing item (Landscaping Plan, Current Title Certificate, Boundary Survey, Project Narrative, Certificate of Water Availability and Certificate of Sewer Availability).

- Versteeg 2 lot Short Plat 21117 12<sup>th</sup> Place South. The applicant must get a ROW permit to complete the installation of the infrastructure improvements.
- Yoder 4 lot Short Plat, 23222 Marine View Drive. The applicant is currently in a dispute with the neighboring property owner regarding the removal of landscaping trees located on the property line. The removal of the trees is necessary in order to install the 22' of asphalt. Additionally, due to the road design there has been some challenges with the installation of the street lighting.
- Graceview 27 unit PUD, South 234<sup>th</sup> & Kent-Des Moines Road. Work on the installation of the sewer main is complete. The contractors have now recommenced the work on the geo-grids and the associated retaining walls. Work on the storm-water improvements should commence in the next couple of weeks.
- Sunset Gardens 12 lot Plat, 25416 22<sup>nd</sup> Avenue South. The under-grounding of the dry utilities is scheduled for July 15<sup>th</sup> and 16<sup>th</sup>. The developer is currently working on the removal of the excess dirt and work on the new roadway will begin after the installation of the dry utilities. The developer expects that all required infrastructure improvements will be complete by the end of August.
- Mediterranean Heights 12-lot subdivision, 1211 S 272<sup>nd</sup> St. A new application has been filed to revise the preliminary plat from 11 to 12 lots. The new application has been circulated for comments. SWM has requested an updated technical information report and additional information. Transportation has returned plans with comments. Planning has not been able to review and issue an updated SEPA decision.

#### Commercial Scale Projects:

- Beach Park Auditorium Renovation, 22030 Cliff Avenue. The Parks Department has submitted a development exception application in order to remodel the Beach Park Auditorium since the structure is located within an environmentally critical area. Review of the application should be complete by July 19<sup>th</sup>.
- Des Moines Creek Business Park, 24<sup>th</sup> and 216<sup>th</sup>. The transportation and surface water technical reports have been delivered to the City. The City should be receiving the preliminary draft EIS on July 21<sup>st</sup> for our internal review. We will have about 2 weeks to review the EIS and will be meeting with the Port on August 8th to discuss the City's comments. Additionally, staff will be meeting with the Port to discuss the plat vacation and subdivision process on July 10, 2006.
- Highline Heights – 6-plex 244xx 26<sup>th</sup> Place South. Staff issued the MDNS on June 12; however, the applicant failed to comply with the public noticing requirements and the City had to rescind the determination effective July 5, 2006. Staff plans to issue a revised MDNS on July 10, 2006.
- Patel Medical Arts Building 22613 Pacific Highway South. Staff is waiting on the re-submittal of the design review specifications and the civil plans.
- Zenith Viewpointe, 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 10-12

additional feet and combine the two stand alone dwellings into a single duplex type structure. Waiting for revised building plans to be resubmitted.

- Stegin, 22607 Marine View Drive. This is a mixed use proposal consisting of 37 residential units and 8400 square feet of commercial. The architect indicated that they would resubmit for design by the end of May, but no design has yet been received.
- Bayside Place (formerly referred to as Sunway Services), 22325 7th Avenue South. Building permit review uncovered a serious flaw in the building design as it relates to the fire code. The architect did not design the building based on the available water flow in the downtown so the current design does not work. Both Building and Fire division staffs are working with the applicant to help facilitate re-design.
- Landmark on the Sound (Masonic Home), 23660 Marine View Drive South. The applicant met with City staff on May 30, 2006 to discuss a revised scope of work and revised development schedule for the project. Staff has provided the applicant the amount of the re-submittal fees for the revised project. The applicant is current working on re-designing components of the project in order to be consistent with the revised direction of the project: removal of the skilled nursing center, elimination of half of the cottages, and adding square footage in the third tower. The applicant has a conceptual design for part of the project which includes a redesign of Wing C and the relocation of the pool house to the front of the 1926 building. The applicant is now working on a revised design and interior layout for the cottages.
- Judson Park, 236xx Marine View Drive South. Staff is working with the applicant and consultant to complete the Final EIS. The issuance date of the Final EIS is June 9, 2006. Development of final mitigation to be adopted with a mitigation agreement to conclude the SEPA process. The applicant has expressed the desire to submit for building permits soon thereafter.
- Grace Lutheran Church Memorial Garden 22975 24<sup>th</sup> Avenue South. The applicant submitted the required missing or incorrect items (Master Land Use Application, Project Narrative, Mailing Labels, Radius Map, Revised Site Plan, Temporary Erosion and Sedimentation Control Plan) on June 28, 2006. Staff will review the re-submitted items and determine if the applicant has a complete application by July 14, 2006.
- Prasad Sewer Main Extension, 17<sup>th</sup> – 20<sup>th</sup> Ave S. Staff is still waiting for the developer to reactivate the grading permit, expected by mid-July.
- Andrews Brother's Building (Butler Garage), 22341 Marine View Drive South. Building permit for the exterior remodel has been issued by the City. The owner will have to apply for tenant improvement permits to finish the remodel of the individual spaces within the building.

#### Shorelines/ESA'S

- Redondo Waste Water Treatment Plant Outfall Repair and Replacement. The Department of Ecology has approved the shoreline permit pending the twenty-one day appeal period which concluded on June 30, 2006. Staff did not receive a notice

of appeal for the Shoreline Hearing's Board. Staff will now complete the review of the grading permit application.

- HCC Marine Science Center, 28203 Redondo Beach Dr. S. The Council approved the conditional shoreline permit on June 22, 2006. The approved permit was forwarded to the Department of Ecology's shoreline division for review and approval on June 28, 2006. Staff also provided the design review comments to the applicant on June 28, 2006.

#### Recycling

Spring Recycling Event was held June 10, 2006 at the WA State Criminal Justice Training Center. 453 carloads of recyclable materials were collected and 99 rain barrels were sold to residents at a discounted price.

Critical Areas Ordinance (CAO) Update – Presented CAO update process at the June 8<sup>th</sup> City Council meeting. Met with the City Council Environment Committee on June 22<sup>nd</sup> to discuss wetland and stream categorization and rating systems. Coordinated the Department of Ecology's presentation at the June 22<sup>nd</sup> City Council meeting. Prepared the public notice, display boards and handouts for the June 26<sup>th</sup> Open House on the CAO Update and coordinated the staff and state agency (Ecology and WDFW) presentations for the June 26<sup>th</sup> Planning Agency meeting. Prepared project summary and information for posting to City website, to meet public involvement requirements for the project.

Zoning Code Update – Briefed City Council's Finance and Economic Development Committee on plan and schedule for completing the Des Moines Zoning Code update.

#### Marine View Drive Bridge

All of the more than 200 shafts are now complete. A temporary strut system was installed allowing excavation of the upper half of the fill. Following the excavation the exposed shafts were cleaned and trimmed and shotcrete was applied. On June 26, the second half of the bridge deck was poured. The utilities will be secured to the new bridge deck when cured. Reopening the roadway to normal traffic is still on target for September 1<sup>st</sup>. Completion of the entire project is anticipated in February or March of 2007.

#### Des Moines Creek Basin Projects

The Committee is currently working on the agreement with the Midway Sewer District for use of the existing sewer outfall and trunk line as the stream bypass pipeline. The Des Moines Creek Basin Committee is also working on easements between the parties for the various projects. Des Moines will be granting an easement for the bypass pipeline within the City limits and will be granted easements from at least three other jurisdictions. In order to proceed to construction of the Bypass Project, both the user agreement with Midway Sewer District and the easements will need to be completed.

The Committee is also negotiating an amendment to the construction InterLocal Agreement (ILA#4). To prepare the amendment, the Committee is re-evaluating the costs of the operation and maintenance plan and the repair and replacement plan. These

costs need to be adjusted to include inflation as well as costs associated with long term monitoring requirements by Ecology due to arsenic cleanup/management. The ILA amendment will also address funding to complete the full suite of projects, which includes the three big projects as well as several habitat projects and the flow augmentation facility. To help fill the funding gap for the last two projects, the Committee was awarded a \$150,000 habitat grant from the Port, and a \$160,000 contribution from King County. The ILA amendment is expected be ready in September or October.

#### Woodmont Drive Culvert

Project is complete with no major changes. Staff has requested an estimate from King County for replacing the storm drain pipe that crosses Marine View Drive that connects to new system. Depending on the cost, this work could occur in September as King County work crews become available.

#### Pacific Highway South Project

Physical completion of the project was achieved on June 3<sup>rd</sup>, 2006. It is anticipated that the remaining documentation work should be completed in July, 2006, at which time the Project will officially be completed.

Staff continues to work with the Finance Department on final billings to each of the granting agencies. Billing was submitted to Transportation Improvement Board for payment of grant funds due. The contractor needs to prepare as-built drawings as well as complete final certifications required by the federal government before release of retainage funds and final project closeout. Transfer of the Kent-Des Moines Road detention pond site to the City of Kent per the O/M agreement has been accepted by Kent staff and is awaiting formal acceptance by the Kent City Council Public Works Committee.

#### North Twin Bridge

Expansion joints are currently being installed on both approaches of the North Twin Bridge. This work was originally scheduled for the fall of 2005, but work was suspended due to poor weather conditions. King County is conducting this work for the City.

#### 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 State Transportation Improvement Board (TIB). In June, staff and KPG, the City's design consultant, and Universal Field services, the City's right of way (ROW) consultant performed the following tasks:

- Continued negotiations on the remaining 12 properties. Negotiations on 4 of the properties were completed in June.
- Prepared final ROW offer letters to property owners;
- Refined design plans responding to issues raised during negotiations
- Requested temporary construction licenses from property owners located adjacent to the corridor.
- Coordinated final plans with utilities to advance relocation of power, gas, water, phone and cable ahead of the City's contract. Relocation of power lines has been

delayed due to PSE right of way issues. A utility coordination meeting was held on June 21<sup>st</sup> to finalize all utility plans and schedules.

- Highline Water District (HWD) has decided to advance their project ahead of the City. It is expected their contract will go to bid this fall. Early construction will cause more disruption to the motoring public and adjoining neighborhood, but it will reduce City schedule and budget risks. Prepared advance conditions of approval for the HWD right-of-way permit, which is anticipated to be submitted in July.

#### 2006 Arterial Maintenance Overlay Project

The project was advertised for construction in June and the bid opening is scheduled for July 14<sup>th</sup>.

#### Neighborhood Traffic Calming Program

Staff began to evaluate locations and areas for neighborhood traffic control enhancements, and is currently reviewing the possibility of purchasing educational tools for neighborhood traffic calming and safety.

#### Bridge and Structural

At the City's request, King County Bridge Engineers conducted a load rating analysis in May of the North Twin Bridge. A reduced load rating will be necessary for the Bridge until structural upgrades can be made. Posting of the load restriction is planned for July.

#### Public Works Staffing Changes

Scott Romano was promoted to the Capital Improvement Program Project Manager in May. Scott has been transitioning into his new position, and he will continue to provide support to Transportation Services as needed over the summer. Ken Thomas, SWM Aide, was selected to fill the position following an open competitive selection process.

A new temporary, part time Transportation Engineering Aide was also hired in June. Mike Mortensen, who works full time for Pierce County Public Works, will be helping us out periodically throughout the summer.

#### Marina Maintenance Division

In June the regular maintenance staff, with the assistance of the seasonal workers, prepared the Marina for the boating season by pressure washing the docks and walkways and cleaning up all of the landscaping. This season the staff is putting out more flowering plants and flower baskets to create a more pleasant atmosphere for visitors.

#### Visiting Boating Clubs

The service staff hosted three clubs in June. Totem Yacht Club was in the Marina on the 9<sup>th</sup>, 10<sup>th</sup> and 11<sup>th</sup>, the Sea Ray Cruising Club visited on the 23<sup>rd</sup>, 24<sup>th</sup> and 25<sup>th</sup> and Dagmar's Yacht Club was here on June 30<sup>th</sup>. In addition to the normal welcome-to-Des Moines packets that were given to each boater, the service staff ran the downtown shuttle van on all three weekends. The Marina does not have any visits scheduled for July and

August. Traditionally, the next two months is when most people take their vacations so club activity is low.

#### Launching, Fuel Dock and Guest Moorage

Launching activity was slow in June, again because of the lack of fishing activity. There is some crab fishing in our area, but the salmon have not returned yet. Typically, when fishing is slow, the guest moorage is impacted also, but this year the club visits have made up for some of the lost business. The fuel dock business continues to grow at about the same rate as the last two years.

#### CCTV Camera Security System

The CCTV Security System committee, composed of Marina staff, Police staff and two Marina tenants, visited a manufacturer of security cameras to see what types of equipment and systems management software are available. The committee saw demonstrations of cameras and software in a “demo room”. In July, the committee plans to visit a Sound Transit facility that has a CCTV system in place to see how the cameras work in a real world environment.

#### Police Personnel Issues

Effective 6/16/06, Records Specialist Julee Rogers was promoted to the position of Evidence Specialist. The position had been vacant since April, after the retirement of Charlie Kaeser.

#### Pipe Bomb

On 06/18/06 officers were dispatched to camp grounds at Saltwater State Park regarding a pipe bomb located in the woods. The person had located the pipe bomb while walking on a trail in the park and had carried it down to the campground, placing it outside the men’s bathroom. The Port of Seattle Bomb Squad was called and nearby campsites were evacuated. After disabling the bomb, they were able to determine it was a legitimate pipe bomb, but that it had been there for several years, making it inert. They were also able to determine it was home made and designed to splinter when it exploded. They advised bombs designed in this fashion are intended to hurt people. The bomb was taken by the Bomb Squad who will be sending it to the state lab for analysis.

#### Crime Free Rental Housing Program

As of July 1<sup>st</sup>, the property owners/managers of rental communities in Des Moines have had the opportunity to attend two landlord training classes, the first was in March at Highline Community College and the second was hosted at the police department on 6/29/06. The program presented at the police department has been changed based on last years class evaluations. We now offer additional speakers who are experts in specific fields of the rental housing business. So far this year we have had 16 property owners or managers attend the training.

During the month of June, CSO Seaberry also conducted Crime Free Rental Housing Safety Socials with residents from the Newport Apartments, Creekwood Apartments, Ruggiero Rental Properties.

We are seeing a huge increase in property participation in the program and already have several properties who have met all the requirements for this year.

John Sting

On 6/23/06, members of the department participated in a John Sting with members of King County Sheriff's Office and the Kent Police Department. Three of our female officers dressed as prostitutes and began "working the highway" in the 26800 block of Pacific Highway South. The team made seven arrests.

Statistical Data on Reported Crimes

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

<b>Offense Type</b>	<b>June 05</b>	<b>June 06</b>	<b>% Difference</b>	<b>2005 Total</b>	<b>2006 YTD</b>
Homicide	0	0	0%	0	0
Rape	0	1	+100%	19	7
Robbery	4	2	-50%	45	16
Assaults	25	26	+4%	296	151
Burglary	22	27	+23%	242	129
Larceny	72	43	-40%	732	299
Arson	0	1	+100%	4	2
Motor Vehicle Theft	33	43	+30%	428	171
Officers Assaulted	0	0	0%	4	0
Clearances Adult Arrest	43	24	-44%	353	141
Clearances Juvenile Arrest	3	13	+333%	53	33
Calls for Service	2,155	2,092	-3%	23,521	11,303

### New Arts Commission Initiative Steering Committee

Staff helped to organize a group of citizens interested in the development of an Arts Commission for Des Moines. The first meeting was held on June 26<sup>th</sup> at the Activity Center. Musician, owner of Breeders Theatre and Highline Community College Administrator Nancy Warren stepped forward to Chair the group during the development stage. Discussion topics include: what are the roles of an Arts Commission, who are the stakeholders and what resources are available to the Arts Commission, and which organizational model (City Advisory Committee, Non-profit or other type) would ensure the success of an Arts Commission? The group plans to request 2007 financial support from the City.

### 2006 Parks Capital Projects

- Des Moines Creek Trail Architect Interviews - Interviews were held for Des Moines Creek Trail architectural and engineering services May 31st. Staff has begun negotiations with INCA Engineers, Inc., the most qualified team, and will bring the draft contract to City Council for approval in August. Trail construction will begin following the completion of the Marine View Drive Bridge Underpassage.
- Des Moines Beach Park Historic Auditorium -The development of construction documents and project permitting began in May. The pre-application process with building and public works staff will take place on July 12<sup>th</sup> and the project will be reviewed by the King County Historic Preservation Commission Design Review Committee July 13<sup>th</sup> for a Certificate of Appropriateness. The goal is for the Auditorium Project to be out to bid in late August with work to begin in late September 2006. The new projected completion date is February 2007.
- Dining Hall/Picnic Shelter - Staff is working with BOLA Architecture and Planning Design to develop the scope of work for Dining Hall and Picnic Shelter design services to include: specifications, plans, and project cost estimates 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.
- Steven J. Underwood Memorial Park Restroom Project -Since 2005, when the project cost estimates were developed, construction costs have escalated 30% or more depending on the construction trade. The engineer's cost estimate for the construction of restroom building has grown from \$170,000 to \$243,500. With the project related soft cost estimated at \$49,000. Staff worked with the architect to reduce costs where feasible without redesigning the facility that would add to design costs, time delays and require a new permitting review process. A "Call for Bids" was issued on July 5<sup>th</sup> and after bidding closes on July 20<sup>th</sup>, staff will provide Council on July 27<sup>th</sup> with the details related to the apparent low bidder and the proposed budget amendment to complete the project.
- Field House Park - Staff applied to King County Youth Sports Facilities Grant Fund for \$75,000 on June 23<sup>rd</sup>, for enhancements to Des Moines Field House Park Field #1.

The grant would provide for new dugouts, temporary fencing and other improvements to the hardball field. Funds allocated for the playground in the 2006 CIP will be used to match the grant request.

- 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 July relieving city crews from this task during this busiest maintenance season.

#### Des Moines Waterfront Farmers Market

Approximately 1,400 people celebrated on Saturday, June 17<sup>th</sup> as Mayor Bob Sheckler and Council Members opened the first Des Moines Waterfront Farmers Market at South Marina Park. Over 30 vendors, all from Washington, provided local products, specialty foods and unique arts and crafts. The market has had tremendous community support and sales have grown each week and it is expected to continue to draw large numbers of people until it closes for the season on October 28. Staff initiated collaboration between the Farmers Market and the Des Moines Area Food Bank to deliver farm fresh produce to Food Bank clients on an availability basis. For information on weekly crops and events, go to the Farming & the Environment web site at: [www.farmingandtheenvironment.org](http://www.farmingandtheenvironment.org).

#### Recreation Program Update

June Revenue	Year-to-date	2005 YTD
\$70,434.74	\$315,477.10	\$283,982.98

#### Before and After School Program

Our Before and After School Program completed the 2005-2006 school year with a total of 117 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 300 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 10 weeks throughout the summer. The first week of camp was highlighted by trips to Pattison's West, Gameworks 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 86 participants during the first week of Camp KHAOS. K2 had a total of 23 kids participate

in week 1. Our 2006 Camp Director is Sergio Haberman who just completed his Recreation internship with us from Western Washington University. 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 tournaments during the month of June including Adult Softball tournaments on June 3<sup>rd</sup> and June 17<sup>th</sup> and a Clean and Sober Adult Softball Tournament on June 17<sup>th</sup> and 18<sup>th</sup>. Other users of City of Des Moines fields during the month of June include South Highline National Little League, Evergreen Lutheran High School, South Seattle Church Softball Association, Clean and Sober Softball Association, Brewers Baseball Club and other random adult and youth groups.

Teen Dance

We hosted an end of year teen dance in conjunction with the Des Moines Youth Council on June 9<sup>th</sup> and had 193 different teens come out and enjoy the festivities. The dance music is provided by local DJ's supplied by the City of SeaTac and security was provided by the Des Moines Police. These dances are limited to teens from our local schools only and ID's are required and checked at the door.

Senior Center Division Statistics – June 2006

	<b>2005</b>	<b>2006</b>
Number of Meals Served	1,242	928
Fee Program Participants	353	453
Drop In Participants	1,767	1,421
Volunteer Hours	1,969	2,454.25
Total Revenue for June	\$4,726	\$14,703

Activity Center Patio & Mary's Garden

The water feature work is complete. The maintenance crew will finish installing the sprinkler system for the Activity Center in early August. The electrician needs to secure the water feature timer and the plug. Volunteer Keith Noess is preparing to shop for the roses and plantings around the water feature. The center celebrated the new patio and patio furniture with a Fourth of July picnic and an old time games contest on June 29<sup>th</sup>.

Crime-free Rental Housing Program 2005 Analysis of Actual Costs:

The analysis of the 2005 costs for the crime-free rental housing program was completed June 28. The analysis compiled information on direct labor hours, other direct costs, and indirect costs to arrive at total costs for providing the program. These costs were divided by the number of active rental units as of June 12, 2006 to determine the rental cost per unit. The cost was calculated at \$105.73 per rental unit.

Extra Duty/Police Private Security Overtime:

Police have requested that police officers who volunteer for extra duty overtime providing private security be compensated through the City's payroll processing system rather than be paid directly by the Police Guild who has been responsible for administering the program. A meeting with the police, finance, and human resources staff raised the issue that additional costs would be incurred by the City since the overtime wages would require an employer pension and deferred compensation contribution, as well as, be subject to a Labor & Industries rate per hour fee, Medicare and unemployment taxes. The City would then need to be reimbursed for these additional costs by the organization requesting the private security. An analysis of different rates of compensation was requested to review the total impact to both employee and employer in consideration of the additional costs. Also, it was recommended that the Police Guild contract be amended to include the rate of compensation for private security overtime.

Investment Portfolio:

June's yield with the State Local Government Investment Pool (LGIP) was 4.986%. The Federal Open Market Committee (FOMC) met on June 29, 2006 and raised the federal funds rate 25 basis points to 5.25%. 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. We are waiting for the federal tightening to stabilize before investing outside of the LGIP. Further tightening is dependent upon the outlook for both inflation and economic growth. The next FOMC meeting is August 8. Total investment portfolio as of June 30 is as follows:

<u>Investment Type</u>	<u>Maturity</u>	<u>Ave Yield</u>	<u>Amount</u>
Local Government Investment Pool		4.99%	\$15,601,968
KeyBank Money Market Savings*		2.75%	3,784
Federal Home Loan Bank	9/01/06	2.79%	250,000
Federal Home Loan Mortgage Corp.	11/22/06	4.00%	250,000
Federal Home Loan Bank	12/14/06	3.63%	250,000
Total			<u>\$16,355,752</u>

\*Balance as of 5-31-06/Rate Change 5-12-06

Contracts signed in the current month (June)

Bids, RFP's and RFQ's issued in the current month (June)

An advertisement for bids was sent out in June for the K & L Docks Standpipe projects.

Contracts, Bids, RFP's and RFQ's to be issued in the following month (July).

- Contract with Fire Systems West, Inc. in July for the installation of the standpipes on K & L docks.

- Contract with Northwest Management Systems to re-rate the Arterial Streets and update the Pavement Management System Software.
- Contract for 2006 Arterial Maintenance Overlay Program
- Contract for PM peak hour turning movements counts