

City Manager's Office

June 14, 2007

To: City Council

From: City Manager

Re: Monthly Report – May 2007

Business Licenses

The business license software was upgraded to a new version on May 29. Enhancements included new fields and formats, and functionality for automating the process for populating fields.

New commercial business licenses issued in May 2007:

NAME	LOCATION	TYPE
WA Best Coffee & Smoothie	26215 Pac. Hwy S	Coffee & Smoothies
LA Fitness	27061 Pac. Hwy S	Membership Sales
Burke Law Offices	612 South 227 th St.	Law Office
Page Turner Books	21917 Marine View Dr. S	Bookstore
Lighthouse Lounge	22239 Marine View Dr. S	Sports Bar
H & T Auto Repair	21606 Pac. Hwy S	Auto Repair Shop
Time Share Wholesalers, Inc.	22007 Marine View Dr. S	Real Estate

Sales Tax Conference

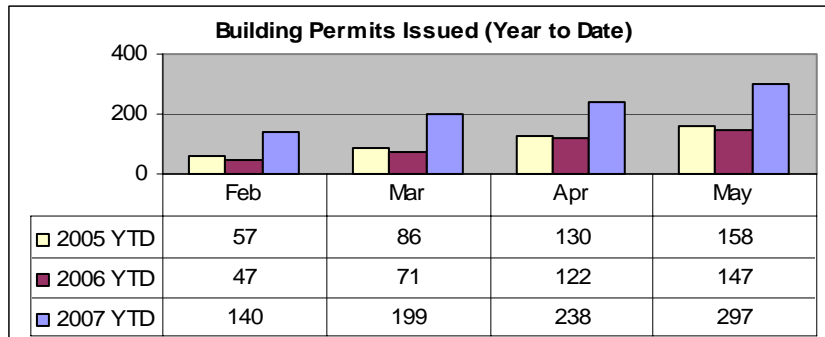
The Finance Director attended the Washington Society of Certified Public Accountants 2007 Washington State Tax Conference on May 17. Topics covered included an update on Department of Revenue activities and various tax law changes. Most important was the discussion on new city business and occupation tax sourcing and apportionment rules. The apportionment rules will take effect on January 1, 2008 and are a substantial departure from current practice and will result in a reduction of taxes for the City. One key distinction between current practice and the new law is the concept of “throw back” for intrastate sales of retail or wholesales sales of tangible personal property. For example, where a contractor’s only place of business or office is in a city imposing the B&O tax, but the construction project is located outside the city, current practice is that the entire contract is subject to the B&O tax in the city where the contractor’s office is located (throw back). The new apportionment rules will negate the ability of cities to impose the throw back provisions.

Finance Personnel

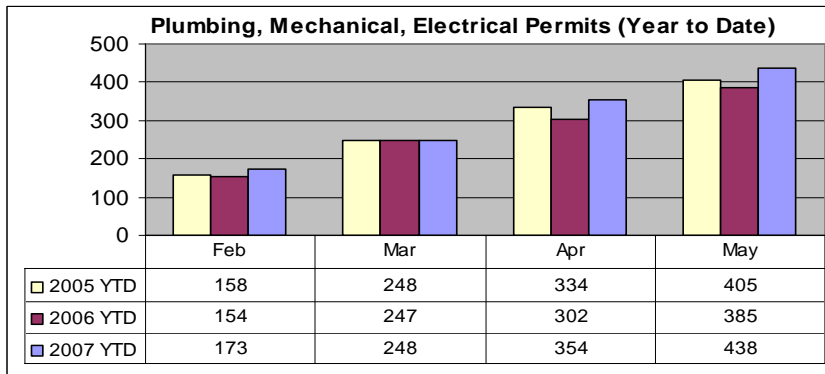
Cara Zemanek, new Sr. Finance Analyst, started on May 15. Cara’s previous employer was Seattle City Light where she was responsible for producing the annual budget and six-year Capital Improvement Plan (CIP). Her expertise in this area will be invaluable as we begin the City of Des Moines’s 2008 budget and CIP process.

Autumn Lingle joined the City on May 23 as our new temporary part-time Business License Clerk/Receptionist. She will be assisting the public from the hours of 9:00 am to 1:00 pm daily and providing needed backup to the City Clerk, Denis Staab.

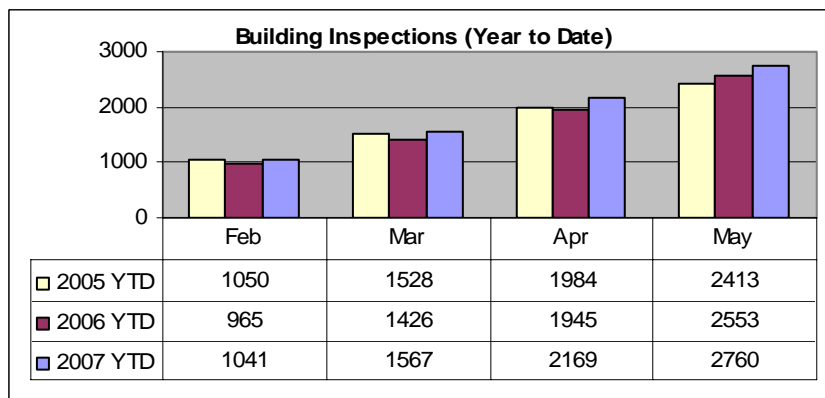
Building Division



Building permits for 2007 are **twice** 2006 and 2005 levels.

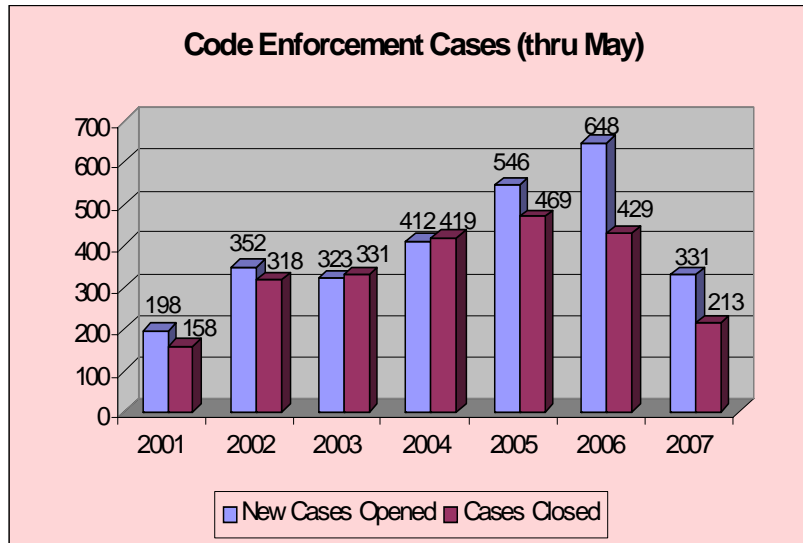


Plumbing, mechanical & electrical permits are ahead of 2005 and 2006 levels.



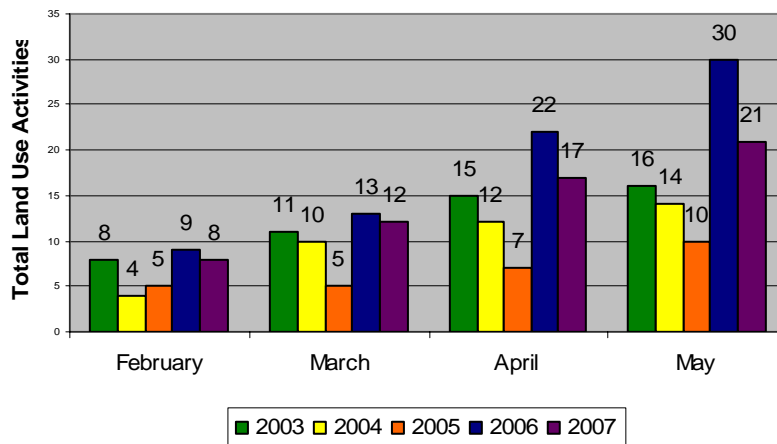
Building inspections are up 7% over 2006 and 9% over 2005.

Code Enforcement



There were 63 new cases opened and 48 cases closed during May. For 2007, 331 cases were opened, 213 closed, and 597 are currently open. Code Enforcement is approximately 3-4 weeks behind in getting to new complaints, and approximately one week behind in returning phone calls.

Development Services



Land use activities are substantial, but behind last year's record levels.

Key New Projects:

City Center

Projects pending review and approval:

Subdivisions – 345 total lots

- South Shore 31 Lot Modified Subdivision, 2038 S. 222nd Street. Staff is waiting on the submittal of the revised preliminary plat and additional technical information. The applicant had originally indicated that the information would be submitted by May 11, 2007,
- Highline View Estates 22 Lot Modified Subdivision, 22xx South 240th Street. Staff review of the materials for the proposed modified subdivision is complete and comments were provided to the applicant on May 15, 2007. Staff has requested that the proposed ROW be redesigned to eliminate the connections with S 240th Street. Development Services still has concerns related to the wetlands and the justification for the modified subdivision. Staff is waiting on the submittal of the revised plans and supporting materials.
- Landmarque 66 lot Townhouse Subdivision, 260th and Pacific Highway South. Staff conducted the required public meeting on May 7, 2007 with the Planning Agency and the Council is scheduled to review the matter at a public hearing on June 14, 2007. The public hearing was rescheduled due to a printing error at the Seattle Times.
- Maslow 5 lot Subdivision, 18xx South 222nd Street. The City has approved the civil plans for the required infrastructure improvements. The applicant has been notified that the plans have been approved and the permits are ready to be issued by the City. The City is currently waiting on the applicant to pay the permit fees and post the required bonds before construction at the site can commence.
- Blueberry Lane 66 unit PUD, 199xx Des Moines Memorial Drive. The applicant submitted the civil plans and these materials have been routed for review by City staff. Comments are due back to Development Services by June 29, 2007.
- Pacific Heights (formerly Grandville Southern) 77 lot PUD, 15xx South 279th Place. The materials have been reviewed by staff and comments were provided to the applicant on April 17, 2007. There are still concerns related to the cross-section of the ROW, the hydrological analysis in the technical report (TIR), and the wetlands. Staff is waiting on the submittal of the revised plans and TIR.
- Crestwood Park 78 lot PUD, 27425 16th Avenue South The applicant is working to revise the plans in order to resolve the design issues related to ROW width, cross-section and curve radii; hydrological analysis for the wetland, design location of the detention vault, lot layout, and number of units.

Short Plats – 21 total lots

- Massey Creek Estates 7 Lot Modified Short Plat, 23406 S 14th Avenue. The applicant withdrew the original subdivision application (LUA06-040) and resubmitted revisions as a modified short plat on April 18, 2007. The new submittal has been routed to staff.
- Singh 2 lot Short Plat, 24827 16th Avenue South. Preliminary short plat approval was issued on March 29, 2007. Civil plans were submitted for review on May 22, 2007, staff review comments are due back to Development Services by June 15, 2007.

- Cornerstone 2 Lot Short Plat, 24317 16th Avenue South. Notice of Complete Application sent May 21, 2007. Staff review comments are due back to Development Services by June 12, 2007.
- Ho 3 Lot Short Plat, 25804 Marine View Drive South. Application received May 15, 2007. Review comments are due back to Development Services by June 19, 2007.

Subdivisions and Related Activity – 61 total lots

- ADKP 4 lot Short Plat, 22752 10th Avenue South. Contractors have started demolition and preliminary grading work on the site.
- Lacey 2 lot Short Plat, 1401 South 248th Street. Staff has reviewed the final plat documents and issued comments to the applicant. Staff is waiting on the submittal of the revised final plat documents.
- Graceview 27 unit PUD, South 234th & Kent-Des Moines Road. Paving the new roadway is underway. Staff believes that all work should be completed by the middle of June.
- Sunset Gardens 12 lot Plat, 25416 22nd Avenue South. Development Services is waiting on the applicant to submit the remaining minor items for the final plat. The item is preliminarily scheduled for City Council review on June 28th.
- Mediterranean Heights 12 lot subdivision, 1211 S 272nd St. A final plat application was filed with the City for processing. A Council review date of May 24, 2007 was originally established, but had to be cancelled because staff needed to reconcile exactly what work needed to be completed. Planning, Transportation, and SWM staff have now updated the required project completion list and shared that with the applicant. Staff has completed the agenda item and resolution for Council review on June 14, 2007.

Commercial Scale Projects - Projects Currently under Land Use Review

- City Center, mixed use building containing 12 dwelling units and 3,963 sq ft commercial, 708 South 227th Street. The proposal is for the construction of a mixed use building located on a vacant site at the corner of 7th Avenue South and South 227th Street. Staff comments on Design Review are scheduled to be returned to Development Services by June 22, 2007.
- Kingdom Hall, new 8,750 sq ft church, 21645 24th Ave S. Initial review of the project materials is substantially complete and staff comments from Fire, SWM, and Transportation have been provided to Development Services. The Legal Department has confirmed that the proposed church can not include a caretaker structure in the Business Park zone.
- Landmark on the Sound, Master Plan Expansion, 23660 Marine View Drive South. The City is waiting on the submittal of the new application sometime between June 15, 2007 and July 15, 2007. Recent information suggests that the “Woodland Cottages” component of the master plan development may be separated from the other phases of the project and sold off to a third party for development.
- Rahul Place 23040, 3 story 25,137 square foot office building, Pacific Highway South. Staff contacted the property owner and the architect recently to get an update

on development plans. The owner stated that he was very sure that they will be building this summer, but they are revising their design to a 2-story building and hope to meet the minimum height requirement with architectural features. Also, the owner indicated that the existing Midway Furniture building would be demolished within 2 weeks.

- Barcelona, mixed use building containing 277 dwelling units and 20,000 sq ft commercial, 22837 Pacific Highway South The owner is still working with the neighboring property to secure the required fire access easements. The City is waiting on the applicant to submit the revised Design Review materials
- Prasad Sewer Main Extension, 1064 feet sewer main extension, 17th – 20th Ave S. The property owner is having difficulty submitting the required information to the Midway Sewer District to demonstrate testing compliance.
- Zenith Viewpointe, 4 dwelling units and 1,800 sq ft commercial, 23659 Marine View Drive South. The applicant's survey proved to be reliable and was validated by the neighbors' independent survey. Staff released the hold that was placed on the grading and ROW permits. We continue to meet to help minimize impacts to neighbors. Communications between the applicant and adjoining property owner have improved markedly in recent weeks. Construction is scheduled to commence within 2 weeks. Staff and the applicant will do a site walk through once clearing limits are staked.

Commercial Scale Projects -Land Use Approvals Granted

- Woodmont Library Expansion, 4600 square foot library expansion, 26800 Pacific Highway South. The City has approved the building permit application and the permit is ready to be issued.
- Midway Elementary, 2 story 68,000 square new school, 22447 24th Avenue South. Development Services issued approval of the building permit application on May 16, 2007; however, the plans are still under review by the Transportation Division, Surface Water Management, and the Building Division. All departments have issued comments and the applicant is currently working to make the required changes.
- Dom Construction, 3 story 6,981 square foot office building, 22608 Marine View Drive South. The building permit application was approved by Development Services on May 15, 2007. The Building Division has completed the initial review of the materials and provided comments to the applicant. The plans are still under review by Transportation and Surface Water Management.
- Bay Villa Apartments, 15 unit townhouse development, 16th Avenue South and Kent – Des Moines. The City issued Design Review approval on April 16, 2007. The applicant has indicated that the building permit application should be submitted sometime during the first two weeks of June.
- Patel Medical Arts Building, 3 story 17,400 square foot medical office building, 22613 Pacific Highway South. A joint comment/correction letter was sent to the applicant on April 12, 2007. Staff is currently waiting on the submittal of the revised building plans to address the remaining significant structural and design issues.
- Seascape at Des Moines, mixed use building containing 37 dwelling units and 8,400 sq ft commercial, 22607 Marine View Drive. The plans have been reviewed by all PB&PW divisions; the applicant has been informed that corrections and additional

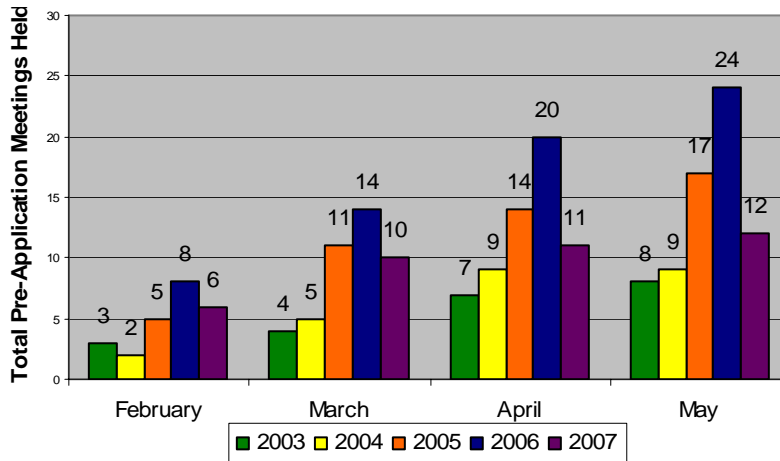
information will need to be provided before the City can approve the building permit application. Transportation is working to obtain improved sight distance at points of ingress/egress from the alley.

- Judson Park, 32 dwelling unit, 2 wing expansion, 236xx Marine View Drive South. Under construction.

Shorelines/ESA’S

- Redondo Waste Water Treatment Plant Outfall Repair and Replacement. The City is still waiting on the applicant to submit the bond quantity worksheet, post the required bond amount, comply with the conditions for the Shoreline Permit, and comply with the terms of the SEPA mitigation agreement.
- HCC Marine Science Center, 28203 Redondo Beach Dr. S. The Building Permit has been issued. The contractor must still work out construction staging logistics with City staff before construction “notice to proceed”. City must still finalize parking agreements with the college and complete review of civil plans of the frontage improvements; these plans are currently under review by the Transportation Division.
- Des Moines Creek Dredging. The dredging application has been amended so that the work will cover two smaller portions of Des Moines Creek (100’ downstream of the wooden bridge and 40’ upstream of the vehicular bridge to the westerly edge of the Dining Hall). The City issued a SEPA threshold determination of a Determination of Non-Significance effective April 23, 2007. The public comment period concluded on May 8, 2007 and the appeal period on May 18, 2007. A revised JARPA application was provided to the Corps of Engineers and Washington Department of Fish and Wildlife on April 23, 2007.

Pre-application Requests



Pre-applications are below 2006 levels.

Capital Projects

Municipal Capital Improvements:

- Steven J. Underwood Restroom. Most work has been completed except for some minor plumbing work and punch-list items.
- Des Moines Beach Park building renovations. On hold until Beach Park utilities have been installed. Currently working on permitting for these utilities.
- Des Moines Creek Trail. INCA (designer) conducted kick off meeting March 2; currently working on design.
- Des Moines Memorial Flag Triangle Renovation. Waiting for INCA to provide a final design.
- City Government-wide Space Study. Staff has reviewed the second round of concepts. Staff is currently working on other options including off-site leasing and temporary structures.
- Redondo Police Substation Tenant Improvement Project. Tenant improvements are substantially completed. Formal opening is set for June 14th.
- Wooton Park Lighting. PSE has completed work on the 10 new lights in the park.

Public Works and Parks Operations and Maintenance

Facilities (1 person)

- Wooton Park – Rerouted power supply lines for lighting for PSE hookup. Rewire electrical cabinet for irrigation clock and gazebo outlets.

Park Operations [crew of 4 plus seasonal help]

- Helped Parks on bids for Activity Center landscaping
- Preparation for Farmer's Market
- Prep Beach Park for the Governor's bill signing

Road and Street Maintenance [crew of 4 people]

- Completed sidewalk repairs @ S276th PI / 15th PI S
- Grade/gravel shoulders on 24th north of S. 216th; grade/gravel work on 9th Ave S from S. 249th to S. 251st
- Asphalt patch work @ 14th Ave S/S.261st; 14th/S.258th; 14th/S.263rd; 18th/S250th;
- New 2-Hour Parking sign installed @ S/side 219th St. just east of MVD (Re: Marine View Drive Espresso) sign maintenance and repairs done as needed
- Installed new crosswalk markings (heat tape) @ 11th/S.216th and Yield markings @ Marine View Drive/Kent-Des Moines Road.
- Dead trees removed from R/W @ S.216th approx. 18th and on 16th @ S.238th

Surface Water Maintenance [crew of 5 people]

- SWM maintenance projects were done @ S.258th/14th Court – catch basin frame and grate lowered to catch water more efficiently; @ 276th/10th – new storm drain pipe installed; catch basin repaired @ 14th/263rd included pouring new concrete curb section; @ 257th/10th new catch basin and 12" pipe installed; temporary storm drain repairs @ w/side 216th; re new MVD bridge – problem found by City Consultant; @25th/S.230th new storm drain pipe installed; new check dams were installed in the ditch line on w/side of 16th btwn S.240th/KDMR.
- New storm drain installation started on S.216th @ entrance to DM Senior Activity Center
- Installed new V-berm and spillway @ S.202nd/7th.
- Vegetation control was done in all City detention pond sites.

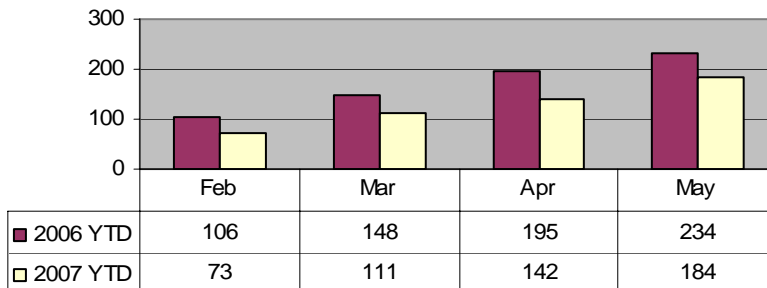
Ancillary Duties

- Assisted DMPD moving items to new South Sub Station @ Redondo.
- Unloaded annual mail carriers’ food drive items @ the Masonic Home (approx. 40,000 lbs. of boxed food donations and weekly assistance to unloading Food Bank truck.
- Patched and repaired pot holes in Zenith Park parking lot.
- Monthly assistance with DOC (Department of Corrections) and Public Works @ Pacific Ridge neighborhood clean up
- Crew training on new crack sealer machine and training on new Pre-mark hot tape installation.

Equipment Rental

The City shop is up to date on services. The City shop had the new drive-on lift installed and it is performing well. We also hired Don Leadbetter as our mechanics helper. Don has twenty-three years experience at Ford. He will be a great help with all of our City vehicles. The City also purchased a used sweeper from Alaska Air lines to clean parking lots at the Marina and help Public Works.

Maintenance Services (Year to Date)



Marine View Drive Bridge

A scope of work and contract is being developed between the Des Moines Creek Committee and King County Road Services Division for completing stream work this July. It will cost about \$200,000 and includes fully relocating the stream to the new channel and stream bank construction, abandoning the existing culvert, and some landscaping.

Des Moines Creek Basin (DMCB) Projects

A termination letter from King County is being circulated for signatures for the withdrawal of King County as a Committee member. A Technical Services Agreement with King County is also being circulated for King County to perform duties as assigned by the Committee. Midway Sewer District signed the Outfall and Trunkline Transfer Agreement on April 30. The existing outfall and trunkline will be transferred once the District’s new outfall is operable. The Committee is now focused on constructing the High Flow Bypass Pipeline and obtaining a tidelands lease from the State Department of Natural Resources. The High Flow Bypass project is expected to start in June and be complete by September.

November 2006 Landslide at Marine View Drive Bridge

The soldier pile wall is complete. Cost of the repair is estimated at \$250,000 (design and construction). Staff is seeking Federal Highway Administration (FHWA) emergency relief funds to cover most of the repair costs.

January 2006 Landslides at Marine View Drive Bridge (west side) and Des Moines Memorial Drive (DMMD)

INCA Engineering is proceeding with the design and environmental work for repair work on the two landslides that occurred last January. Following geotechnical investigation of the slide on DMMD, the concept design for a mechanically stabilized earth (MSE) wall is not feasible due to poor supporting soil conditions. INCA is now preparing plans and an estimate for a soldier pile wall at this site. The cost for the soldier pile wall is double the cost of the MSE wall. The anticipated cost for this repair is now between \$650,000 and \$750,000.

February 2007 Landslide on Des Moines Memorial Drive

A proposal from INCA has been requested for the design of the February 2007 landslide repair that occurred on DMMD between the flag pole and the January 2006 landslide. This is the fourth landslide to occur on the north side of the Des Moines Creek ravine within the last 12 months. Due to the timing of this slide, the repair costs will not be eligible for FHWA emergency relief funds or FEMA funds. Repair of this work is estimated at \$300,000 with a portion of that cost being the addition of a new storm outfall to Des Moines Creek. Repair work on this slide will occur during the summer along with the other two slides mentioned above. All three slide repairs would be under one contract.

NPDES Permit Coordinator

Staff will be advertising for professional services in June for a NPDES Permit Coordinator. The Coordinator will review the NPDES Permit and implementation schedule and establish the framework for the City to meet conditions of the permit.

Des Moines Creek Dredging

A dredging permit has been received from the Department of Fish and Wildlife and staff is still waiting for a permit from the Corps of Engineers. Staff is also waiting for a biological assessment being prepared by National Marine Fisheries. Dredge work is expected to start in July.

Saltwater Bridge – South Approach Reconstruction

- **Funding:** A revised Damage Inspection Report was submitted to FHWA for approval. This is what is needed for funding to be obligated. The estimated cost submitted is \$1,484,600 shared by FHWA and State Transportation funds. Funding is expected to be obligated in early June.
- **Phase 1 Construction:** Soils stabilization using grout piling anticipated June 18 through July 15. Contract expected to be awarded June 8 if suitable bids are received.
- **Phase 2 Design:** 100% design was submitted to WSDOT for approval June 4. Construction scheduled to be advertised June 12 through June 26.

- Phase 2 Construction: Construction of a tied-back steel sheet pile work scheduled for July 16 through October 8.

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

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

- Road and Sewer Construction Contract: The contractor was provided with a Notice to Proceed with construction beginning March 1 for the 300-day contract. Work is anticipated to extend through spring, 2008. A preliminary construction schedule is provided below generally illustrating how the work will be performed. The Contractor has provided a revised baseline schedule to keep Woodmont Drive open during construction of a retaining wall scheduled for completion this summer.
- Work Accomplished:
 - Construction of sanitary sewer north of S. 261st St. The contractor will be starting from the low end of the sanitary sewer progressing north to south including side streets. Sanitary sewer service will be maintained during all construction.
 - Relocation of overhead electric and phone utilities on Woodmont Drive S. and associated clearing of the ROW in preparation for construction of a shoulder pile wall was completed.
 - Removal of hazardous trees.
- Work Anticipated in the next month:
 - Progressive installation of the sewer main up to S. 264th St.
 - Construction of a staging area for wall construction on Woodmont Drive S.
 - Grading to create foundations for modular block walls
 - Traffic control – as the contractor installs the sanitary sewer, traffic will be limited to one way traffic from 7:00 a.m. to 6:00 p.m. Lane closures at Woodmont Elementary School during start and quit times will be closely coordinated with the School.
- Traffic Control: Portable message signs were activated at both ends of the 16th Avenue So. corridor advising persons to expect up to 15 minute delays. “Do not block intersection” signs were posted at 14th Place S. resulting from complaints of not being able to access 16th Avenue due to excessive queuing at the intersection of S. 250th St. These new signs appear to be helping. Some complaints have been received due to delay caused by utility construction and the construction manager has responded quickly in addressing concerns.
- Communications: A project update was prepared for the June City Currents. A community news letter was mailed with updates to the construction schedule including possible revisions that will allow Woodmont Drive S. to remain open during wall construction. A web site update was prepared.

2007 Annual Guardrail Program

A section of guardrail on S. 251st Street near 10th Avenue South was replaced due to damage during the December storm. This installation may be eligible for FEMA funds. Other guardrails are being assessed for replacement.

Neighborhood Traffic Calming Program

A Traffic Engineering Study of the intersection at S. 196th St and 5th Ave S was conducted to determine if any traffic control was warranted as a result of an accident which occurred on March 8, 2007. An investigation of roadway geometry, existing traffic control at the intersection and surrounding area, posted speed limit, sight distance and visibility, traffic volumes and speed, and accident history, are contained in the study. Based on the findings, staff concluded no new traffic control is warranted at this time. The property owner requesting the study will be notified of the results and residents whose property relate to the sight distance issues are being notified by letter to assist in alleviating the problem.

Des Moines Creek Trail

Staff met with Midway Sewer District Manager Ken Kase and the treatment plant operator related to opening the Des Moines Creek Trail through the Sewer Treatment Plant. In 1997, the City and District signed an easement allowing for City construction, and ongoing use and maintenance of the trail through Sewer District property. The City constructed the trail along the north edge of the property to a location approximately 100 yards shy of the Treatment Plants southern most property line.

Now that the Marine View Drive Bridge project is near completion, the trail alignment connecting the completed segment of the Des Moines Creek Trail (going north of the Treatment Plant) could be opened on an interim basis. This interim trail project could be completed within a few months and could be opened when other projects such as landslide repairs are completed to provide user access until the trail is paved.

The cost to open the trail, anticipated at \$10,000 will cover the cost of installing approximately 100 yards fencing material and a new gate to connect with the existing fence line and provide security for the Treatment Plant. This fencing will be positioned to allow for future trail alignment so that it will not have to be relocated at a later date.

The District has agreed to trail project details and staff is working on a scope of work for the project to bid using the small works roster. Some minor grading to connect the existing paved portion of the trail to the maintenance road will be accomplished in house. We will create trail signage that notifies trail users when the trail is open or closed due to construction to accommodate landslide repairs and landscaping projects along the trail. When these projects are completed this summer, we will remove the fencing and concrete barriers at the north end of the plant and open the trail to pedestrians and cyclists.

It is anticipated that paving of the final trail segments can begin in the summer of 2008 or as funding is available.

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 available resources.

On April 17th, city staff met with the State Historic Preservation Office, Dept. of Fish and Wildlife, Muckleshoot Tribe, Midway Sewer District, and FEMA to discuss the Des

Moines Creek Basin Plan and direction for action regarding the continued preservation of the historic structures, the relationship of the buildings to the natural landscape, potential impacts to archaeological resources, and the minimization of dredging impacts and protection of the fishery resource in Des Moines Creek. Staff presented their two phase approach to their Basin Plan projects to the group.

Phase 1 - includes dredging a section of the creek 40 ft above the bridge to the Dining Hall and dredging a section of the creek below the wooden bridge, which will begin in July; an archaeological survey of the Park, an archaeological monitor during the dredging to document the presence or absence of culturally significant resources; elevating, repairing, and restoring the Dining Hall.

Phase 2 -includes modifying the stream width; a stream assessment to confirm the level of the 100 year stream flow; and the installation of two sediment traps to increase sediment retention and eliminate future dredging of the creek.

Auditorium:

The project has been delayed due to environmental permitting issues. Staff expects that the construction project will go out for bid in September. The goal is to parallel the completion of much needed Des Moines Creek Basin detention projects.

Dining Hall, Picnic Shelter:

Staff is working with BOLA Architecture and Planning Design on a proposal for the next phase of the project – rehabilitation of the 1934 Dining Hall and 1924 Picnic Shelter, and mothballing of the 1945 Restroom Building. Their scope will include record documentation, programming, design development, cost estimates, and construction documents. The additional scope for bidding and construction administration phases will be agreed to later, once the design and budgets for the work have been completed.

Activity Center Landscaping Project

In October, 2006 when Council reviewed the 2007-2008 Capital Improvement Plan that included the need to landscape the rear yard of the Activity Center, the landscaping project was overlooked and funds were never appropriated. On June 14th, Staff will seek Council approval for project funding and a contract with the project low bidder, Creative Bros. Landscape Corp.

Field House Exterior Renovation

Pilgrims Progress Preservation Services was hired in 2005 to provide an on-site inspection report initially drafted in February 2006, on the condition of the historic Field House and picnic shelter exterior logs. Pilgrims Progress has vast experience in the preservation of historic buildings and is one of only a few companies qualified to complete the actual log repair project work.

The on-site inspection report was updated in May and staff will present the draft contract for the building repair work to Council for authorization in June. Once the project has been overviewed and approved, project materials will be ordered for the restoration work that will begin in October.

The historic grandstand at Des Moines Field House Park (King County Park #1) built in about 1939, has been found to be unsafe and has been closed by the Building Official until a structural assessment can be completed. Preliminarily, the cost estimate for the restoration work is in the range of \$350,000 to \$425,000.

Wooton Park

The park pathway lighting has been installed and is fully operational.

Arts Commission

The Des Moines Arts Commission has established its regular meeting times and location as the second Wednesday of each month at 4:00 p.m. at the Des Moines Activity Center, 2045 S. 216th Street. An Arts Commission web page and address has been established for public communications.

Commission members include: Clark Snure- Chair, Nancy Warren- Vice Chair, Nancy Stephan- Recording Secretary, Denny Steussy- Performing/Community Arts Committee Chair, Anita Corby- Public Art Committee Chair, Jeanne Serrill, Katherine Caughey, Elsie Dillerd, and Cora Morrison. City Councilmember Susan White was appointed as the Council's liaison to the Commission and Parks, Recreation and Senior Services Director Patrice Thorell serves as an ex-officio member of the Commission and Recreation Coordinator Nic Lind provides staff assistance to the Commission.

2007 Des Moines Arts Commission Programs:

Public/Visual Arts:

- Des Moines Library Sculpture Project*- Arts Commission will contribute funding to the Des Moines Library Project to provide public art at this City facility. A funding request has been made by the Library for the supported amount.
- South Marina Park Mural Project*- Arts Commission will utilize professional artists and volunteers to design and paint a mural representative of the history and use of the site. This project is underway.
- Waterfront District Art Walk*- Arts Commission will work with local artists, galleries and businesses to establish an Art Walk within Des Moines downtown core.
- Fine Art Show- Arts Commission will create an annual juried fine art show to highlight the work of local visual artists.

Performing/Community Arts:

- Summer Concerts*- Arts Commission will schedule a series of summer concerts in coordination with the City's Parks & Recreation and Marina Departments, Farmers Market and Destination Des Moines community events.
- Childrens Arts Day at the Farmers Market*- Arts Commission will collaborate with the Farmers Market to develop an accessible "hands on" arts event specifically for elementary age children. This event drew 80 paid participants and over 100 youth entertainers and their families.
- Missoula Children's Theatre*- Arts Commission will work with the Parks & Recreation Department to provide this annual children's theatre production.
- Blues Festival*- Arts Commission will develop this one day musical event featuring jazz and blues musicians.

- Performing Arts Series- Arts Commission will develop a series of indoor performing arts events at local venues.

Recreation Program Update

MAY REVENUE	YEAR-TO-DATE	2006 YTD
\$52,472.71	\$279,624.31	\$245,042.36

- May program highlights:

Before and After School Program

During the month of May we had a total of 134 registered Before and After School participants at Des Moines, North Hill, Marvista, Midway and Parkside Elementary Schools in the Highline School District and Woodmont Elementary School in the Federal Way School District. We had another 489 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.

Activity Fridays at Pacific Middle School

The May 25th Activity Friday at Pacific Middle School had 34 children participate in a variety of safe and fun activities. Activity Fridays are put on by the City of Des Moines Parks, Recreation and Senior Services Department in conjunction with Destination Des Moines (Youth and Senior Committee), and the Highline School District with program funding provided by the Des Moines Rotary Club and the Des Moines Legacy Foundation. This is the third in a series of Activity Fridays that took place during the 2006-2007 school year with more planned for the 2007-2008 school year starting this fall. Activities include craft projects, computer projects, gym activities and other fun and proactive things for middle school participants.

Senior Center Division Statistics – May 2007

	2006	2007
Number of Meals Served	994	
Fee Program Participants	431	193
Drop In Participants	1,433	1,197
Volunteer Hours	1,731	1,670.75
Total Revenue for May	\$10,568	\$8,963

Emergency Kits for Low Income Seniors

In May the Activity Center hosted a collection drive for supplies needed for emergency preparedness kits for low income seniors in Des Moines. Items were dropped off at the center and packaged by activity center volunteers the first week of June. Many thanks to volunteer Sally Kearney, who worked with the manager at Ace True Value Hardware, for their donation of several hundred dollars in supplies for these kits.

Nutrition Program

Barbara Gladding, nutrition outreach coordinator for Des Moines has submitted her resignation, effective Thursday, June 14th. Barbara has been with the nutrition program since 2000, first serving as a Monday volunteer before being hired by Senior Services to

oversee the Des Moines nutrition site. Staff will be serving on the interview panel to find a suitable replacement.

With the goal of multi-cultural participation at the center, the Latino lunch program hosted a Mothers Day pageant during lunch on May 10th. Twenty-five seniors from all over the world participated in making decorative sashes with the name of the state or country that they were born in. Prizes were given to the top three most decorative sashes, followed by a parade of all the participants. The event was very well received by all of the lunch participants.

A small ceremony was held on Thursday, May 24th in honor of Memorial Day.

Senior Services Advisory Committee

The committee held a meeting on May 31st, 2:30pm, at the Activity Center. Members present were Kaylene Moon, Rachelle Mendoza, Gloria Nava, Rena Hamburger, Natalie Wilcox McCann, Mack Van Wyk, council representative Susan White and Don Harper. Agenda topics were welcoming back committee member Rena Hamburger, the upcoming Emergency Preparedness Fair, a committee report to Des Moines City Council scheduled for July 12th, Latino programs update, legislative updates (Senator Keiser and Leg. Rep Dave Upthegrove visited the center during lunch on Wednesday, May 30th), nutrition coordinator opening at the center, youth& seniors committee update, and the drug disposal program. The next committee meeting will be held Thursday, June 28th, 2pm at the Activity Center

Human Services Advisory Committee

The committee met Tuesday, May 1st, 4 pm at the Activity Center. Members present were Nadine Byers, Mike Adams, Ann Berney, Elizabeth Brandt, and Florence McMullin. Meeting agenda topics included the approval of the March 27th minutes, presentations from CHANGES Parent Support Group, the Before and After School program, APPLE Parenting, and Baby and Me, mentor agency reports, the 2007 Community Services Directory and the 2008 human services funding applications. The committee found the three agency presentations to be very helpful and informative. More presentations are scheduled for the next meeting on Thursday, June 14th.

Police Personnel Issues

Effective May 16, 2007 the department hired Promise Tachtevrenidou to the position of Community Service Officer. CSO Tachtevrenidou is currently cross-training with CSO Seaberry and Sergeant Barry Sellers.

Levy Lid Lift Update

On January 1, 2007 the voter approved Levy Lid Lift for Law Enforcement became effective. Activities for the month of May include:

- The department technology committee and Dale Southwick are finalizing the computer specification requirements for equipping the patrol vehicles with upgraded computers which will allow faster, and increased information technologies such as fingerprint, photo, criminal history and multiple agency record searches. It is anticipated in the very near future to bring before council a purchase proposal for the 19 computers and software requirements.

- The detective unit continues to complete background investigations on both lateral and entry level candidates. They are also in the process of conducting background investigations on 2 community service officer applicants.
- The police department website has been reconstructed to better facilitate police department applicant processing.

Statistical Data on Reported Crimes

The following is a comparison between May 2006 and May 2007. Included are a year-end total for 2006 and a running total for 2007.

Offense Type	May 06	May 07	% Difference	2006 Total	2007 YTD
Homicide	0	0	0%	0	1
Rape	2	2	0%	10	12
Robbery	2	3	+50%	37	20
Assaults	25	17	-32%	258	91
Burglary	23	15	-35%	212	81
Larceny	66	42	-36%	537	203
Arson	0	0	0%	4	1
Motor Vehicle Theft	35	20	-43%	348	123
Officers Assaulted	0	0	0%	0	0
Clearances Adult Arrest	28	28	0%	259	122
Clearances Juvenile Arrest	0	3	+300%	58	15
Calls for Service	2,077	1,858	-10%	23,192	8,639

Redondo Launch Ramp

In May, the Marina acquired a small portable building from the State Surplus Property Program. The building was originally purchased by the State Parks System to use as office space for employees managing their parking lots. The Marina staff plans to use it for the same purpose. This summer, a Marina employee will be on-site at Redondo everyday during regular business hours managing the lot and the ramp. The building cost \$50 plus the cost of moving it from the State Parks Complex in Auburn to Redondo.



Boat Storage Yard

Last month the Marina maintenance staff enlarged the boat storage yard area. The expanded yard includes the paved parking area on the east side of the parking lot that was south of the original fence. Currently, the storage yard is full and a waiting list is developing. The staff also installed a rack storage system for dinghies and small rowboats. The Marina charges \$50 per month for boats less than 24 feet in length and \$75 per month for boats longer than 24 feet, (Maximum 30 feet), and \$15 per month for dinghy storage. The staff's goal is to develop annual revenues of \$25,000 to \$30,000 from the storage facility

Maintenance Dredging

Anchor Environmental, the Marina's consultant working on the design and permitting for the Marina Maintenance Dredging Project, completed the hydrographic survey and a draft of the Sample Analysis Plan in May. The hydrographic survey shows that there is more than twice as much sediment accumulated in the entrance channel than the Marina staff expected.

Between the first time the entrance channel was dredged in 1983 and the second time it was dredged in 1994, about 5000 cubic yards of material accumulated in the channel. The average annual accumulation for that period was less than 500 cubic yards per year. Between 1994 and today, the engineers estimate that about 12,000 to 15,000 cubic yards of material have been deposited in the channel. It appears that the average accumulation for the last thirteen years has been over 1000 cubic yards per year. The staff will continue to work with the consultant to try to determine what factors have contributed to this significant increase.

Legal Department

Pat Bosmans was welcomed to the Legal Department as the new City Attorney on May 1, 2007. She previously served as the Sumner City Attorney, Tacoma Acting City Attorney, and Tacoma Assistant City Attorney. Pat comes to Des Moines with a wealth of knowledge and experience in every facet of municipal law, including land use, economic development, and personnel. She is a great addition to the Des Moines Legal Department.

The Assistant City Attorney researched Des Moines Beach Park access for the few Normandy Park homes that rely on the Park for entrance to their properties. He prepared an opinion for a City Council executive session and will follow up with Council's direction.

Contracts signed in May:

- Bond Logistix LLC (Arbitrage Rebate Consulting)
- Agreement with ESA Adolfson for professional services related to preparing the SEPA/Shoreline permit applications for all of the utility work in the Marina and Beach Park. The City Manager also signed an agreement with DATABAR, Inc., to print and mail the Marina's monthly moorage statements.
- The Legal Department entered into a contract with Thomson West for Westlaw on-line research and electronic updates for the law library. This contract replaces a previous contract and will save the Legal Department about \$100 per month for reference materials and online research.

Bids, RFPs and RFQs issued in May

Activity Center Landscaping Project

Des Moines Creek Trail Fencing Project

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

The staff expects to issue a RFQ and/or sign a contract with an engineering firm to work on the relocation of the water main in the Marina.