

City Manager's Office

February 19, 2008

To: City Council

From: City Manager

Re: Monthly Report - January 2008

2007 Parks Capital Projects

Des Moines Creek Trail

It is anticipated that the paving of the trail segment between the Midway Sewer Treatment Plant and the Beach Park can begin in the fall of 2008 now that all of the funding for the projects elements is in place, including: \$250,000 from Washington State, and two Federal Highways appropriations in the amount of \$230,000 and \$500,000 by Patty Murray's office. The King County Parks Levy that passed in 2007 will provide approximately \$300,000 for Des Moines Creek Trail over the 6 year term from 2008-2013.

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.

Auditorium & Sun Home Lodge:

The Auditorium & Sun Home Lodge Perimeter Drainage Improvements Project was successfully completed in November and the new drainage system has been inspected, tested, and found to be functioning very well. The drainage system is ready to tie-in to the Auditorium as soon as the construction has been completed.

Dining Hall, Picnic Shelter:

Contracts were signed and design work has begun with BOLA Architecture and Planning Design for the rehabilitation of the 1934 Dining Hall, 1934 Sun Home Lodge and 1920's Picnic Shelter, and mothballing or other action related to the 1945 Restroom Building. Due to December 2007 flooding, the design and engineering team will complete another damage assessment prior to beginning the programming phase of their work.

Emergency shoring and other repair work such as temporary lifting and or relocation of the Dining Hall was discussed with City Council. Minor emergency building shoring has been completed. Staff is developing an emergency plan in cooperation with other permitting agencies for work to lift the Dining Hall once permitting is in place.

Field House Exterior Renovation

Pilgrims Progress Preservation Services has completed the log restoration work on the west facing wall of the Field House and the Picnic Shelter restoration. They will return in March to complete some minor work including East Annex fungal growth remediation, roof flashing repair, chinking replacement and minor log repair to the sill on the south side of the building.

Recreation Program Update

January Revenue	Year-to-Date	2007 YTD
\$48,733.15	\$48,733.15	\$41,819.34

Before and After School Program

There were a total of 194 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. This is an incredible increase of 54 regular Before and After School participants over our 2007 totals. Another 382 children participated on a drop-in basis or on an early release day which is an increase of 10 participants over 2007 numbers. The Before and After school program begins at 6:30am until school begins and is available after school until 6:30pm at the above listed school sites.

Youth and Teen Basketball League

2007-2008 Youth and Teen Basketball is running smoothly, with the season nearing completion. There are 513 kids participating on 53 different teams ranging from Kindergarten through 10th graders. All teams are coached by volunteer coaches and are sponsored by local businesses. Games are played at the Des Moines Field House, Pacific Middle School and North Hill Elementary School, and practices are conducted at numerous facilities throughout the greater Des Moines community.

January Teen Dance

Approximately 143 teens attended the January Teen Dance on Friday, January 18th at the Field House. Teens enjoyed dancing, snacks, and music supplied by local DJ Joeii Gettys. The dance was held in conjunction with the Des Moines Youth Council and there are many community volunteers who help make the dances successful.

Activity Afternoons at Pacific Middle School

Activity Afternoons at Pacific Middle School kicked off the 2008 year with three successful program dates. The Activity Afternoons are an After School Program at Pacific Middle School held on Fridays throughout the school year. The program is funded by the Des Moines Rotary Club and Des Moines Legacy Foundation and is done in

conjunction with the Highline School District and Destination Des Moines. There are now 197 teens registered for the program and December attendance was 77, 92 and 84 participants respectively. Kids enjoy snacks, arts and crafts, gym activities and have access to the computer lab as well.

New Recreation Specialist

We are happy to announce that we have hired Katie Jones as our new Recreation Specialist. Katie is a graduate of the Western Washington University Recreation Program and was a student intern with us this past summer. She will begin her duties on March 18th.

Senior Center Division Statistics – January 2008

	2007	2008
Number of Meals Served	734	876
Fee Program Participants	377	218
Drop In Participants	946	2,446
Volunteer Hours	1,532.25	803.25
Revenue for January	\$6,448	\$5,995

Nutrition Program

Our nutrition coordinator, Linda Shaw, was transferred to the Renton Senior Center Nutrition Program. Our volunteers and Work Force training staff are running the program until a permanent nutrition coordinator can be hired. This should be done by the end of February. Our nutrition numbers have stayed strong, even with the turnover in nutrition site coordinators. Volunteers are the heart and soul of the program!

Enhance Wellness Program

The Senior Services Enhance Wellness Program at Des Moines is in financial jeopardy. Our nurse and social worker are funded through a grant from Group Health and after ten years of hosting this program, we have been told that Group Health has pulled the major funding. The Des Moines Legacy Foundation supports the social worker position at the center with a \$5,000 grant to keep the social worker in Des Moines for two days a week. Staff is working hard with Senior Services to retain the social worker for one day a week, four hours per day with funds from Des Moines Legacy Foundation. A decision will be made by Senior Services before the end of February.

Mt. Rainier Pool

Mt. Rainier pool enters 2008 in good condition to meet the needs of the Des Moines, Sea Tac, Normandy Park and surrounding communities. The pool continues to be a hub of activity for families, seniors, and athletes.

Operationally, the pool was very much business as usual. An early 2007 surge in lesson numbers and strong performance through the summer balanced out a sluggish period when school returned to session. Overall numbers for the year were comparable to 2006. Water exercise programs were the exact opposite. While always a strong point at Mt. Rainier, historically lower (5%) numbers in the first half of the year, gave way to big gains during the latter half. This was due to reinvigorated PM deep and shallow water classes.

Lap swim and mid day family swim retained their numbers and a community feel. The “seals” continued to keep the pool a social destination for senior members. In addition, a mid day lap contingent has developed. The increased lap swim and afternoon water exercise classes have been attributed to an increase in water temp (84 degrees) and new instructors.

A large number of private rentals, church groups and other organizations continue to rent the pool. Tyee and Mt. Rainier High Schools continue to utilize the pool for swim practice, swim meets and dive competition. King Aquatic Club also supports the facility while training several of their Olympic athletes at the facility. Scuba and Alaska Airlines have also utilized the pool to great extent during the past year. A \$1 swim was also added in 2007 from 2-3 PM on Saturdays.

Physically the pool is holding up well for a 30+ year old facility. The new sand filters have made a world of difference in water clarity. The biggest help to our operations has been the addition of a temperature gauge to control the water temp. As stated in previous reports, Mt. Rainier was designed to run by computer through a control system that no longer operates. As a result the pool was trapped into running the water and air temperatures at the computers last set temperature. For many of our youngest and oldest patrons, this water preset of 82 degrees was too cold. This year we were able to bypass the control for the water temp. Not only did this make patrons happier, but even with warmer daytime temps we were able to save some money by turning the water temp down at night and on weekends. Furthermore, the water temp is only raised while the covers are on, making warming the pool with the “blanket affect” far more cost efficient.

Police Personnel

Entry Level Officer Applicant Tiffany Seimears was hired effective 01/21/08. She and Entry Level Officer Kurt Wiebe both passed their Physical Agility Tests at the Washington State Criminal Justice Training Commission and started their Basic Law Enforcement Academy on 01/28/08.

Records Specialist Applicant Deanna Darrow was hired effected 01/01/08. She immediately began training with another Records Specialist.

Records Specialist Jennifer Clark officially made the move to a Community Service Officer position effective 01/02/08. She immediately began training with another Community Service Officer.

Entry Level Officer Kevin Stigers graduated from the Criminal Justice Training Commission Basic Law Enforcement Academy on 01/17/08. During his academy, he also served as President of the class.

We have received and reluctantly accepted the resignation of Community Service Officer Promise Tachtevrenidou who has accepted a position with Expedia.Com. CSO Tachtevrenidou's last day with the department was 02/15/08. We wish her all the best. The Eligibility List for Community Service Officers is no longer valid, therefore, the Civil Service Commission will be asked to begin the process of creating a new Eligibility List.

Statistical Comparison on Reported Crimes

The following is a comparison between January 2007 and January 2008.

Offense Type	January 2007	January 2008	% Difference
Homicide	0	0	0%
Rape	1	0	-100%
Robbery	4	5	+25%
Assaults	21	15	-29%
Burglary	13	14	+8%
Larceny	38	34	-11%
Arson	0	1	+100%
Motor Vehicle Theft	30	16	-53%
Officers Assaulted	0	0	0%
Clearances Adult Arrest	34	17	-50%
Clearances Juvenile Arrest	1	3	+200%
Calls for Service	1,697	1,567	-7%

Legal Civil Matters

To-date, the Legal Department has opened 40 files for civil matters, primarily advisory work to assist the City's operating departments.

The City continues to wait for a response from the Supreme Court on whether or not it will be reviewing the decision of the lower court in the Rental Housing Association lawsuit.

Outside WCIA attorneys filed an Answer and Affirmative Defense in the King's Arms case in federal court. The Legal Department provided a first installment to the public disclosure and discovery requests filed by the attorney who represents King's Arms Motel. More installments will follow, provided the Plaintiff's attorney pays his share of the first response. This case has also been moved to Federal Court.

Legal staff reviewed five police cases and prepared Orders of Forfeiture by Default and Abandonment in each matter. These Orders were forwarded to the Hearing Examiner for signature, after which they will be served on the defendants and the items forfeited to the police department for disbursement according to state law.

Legal Department staff continued work on numerous contracts for other departments.

Staff continued to compile a database to help monitor prosecution files and to scan documents into electronic files for records retention.

Marina 2002 Bonds Arbitrage Yield Reduction Payment

The Marina 2002 bonds arbitrage yield reduction payment of \$6,701.47 was mailed to the Internal Revenue Service on January 24. Under section 148(f) on the Internal Revenue Code, interest on a state or local bond is not tax exempt unless the issuer of the bond rebates to the United States arbitrage profits earned from investing proceeds of the bond in higher yielding nonpurpose investments. Since the 2002 bond proceeds were not 100% spent within an allowable period, the investment earnings from the unspent proceeds are yield restricted. The issuer must file once every five years and rebates are due 60 days after the anniversary of the issuance date.

Court Grants

Recently the court applied for a grant for public defense. With recent changes made by the legislature requiring a public defender for arraignments and for first appearances for people who are in custody, this was going to be additional cost to the city. The court first received an award in December 2007 in the amount of \$15,339 and we recently received an additional grant in January in the amount of \$16,250. The Office of Public Defense (OPD) was very impressed with our grant application and how the city would be using the monies for additional public defense for indigent defendants. OPD encouraged us to reapply in 2008.

In the fall of 2007, the court also was part of the South County Court interpreter grant application. In December 2007, the ten courts were awarded \$169,500 from the grant. The proceeds are going to be used for a web based interpreter program, a wireless conferencing phone for telephone interpreting and one interpreter coordinator for all ten courts. This program will be going into place this summer 2008.

Judge Alicea-Galvan attended Judicial College for a week in January and the City's website was used for demonstrative purposes on budget process and presentation. Our grant application to OPD was also used as an example for new judges.

Marina Maintenance Dredging

The consultant continued working on the plans and specifications. All of the state and federal permit applications have been filed. To date, neither the staff nor the consultants have received any comments or requests for more information from the regulatory agencies.

Marina Bulkhead Replacement A – Phase 1

On January 11th Marina staff met with the Municipal Facilities Committee to discuss the contract with Moffatt & Nichol for the final design of the Bulkhead Replacement Project, Phase A & B, the 12.5 kV duct bank project and the Travel Lift Pier Replacement Project. The Committee directed staff to take the agreement with Moffatt & Nichol to the full Council for approval. At this time, the project is two months behind the schedule set last summer.

SEPA/Shoreline Permits for Utility Work in Marina and Beach Park

In January, ESA Adolfson, the City's consultant that is preparing the permit applications for the SEPA and Shoreline permits for the utility work in the Marina and Beach Park finished the JARPA application for the shoreline permit process. Staff anticipates starting the shoreline process by the end of February.

Marina Water Main Relocation Project

In January, Water District 54's engineer, Gray & Osborn had their surveyors on site in the Marina to do the base mapping for the project. The project manager for Gray & Osborn is planning a meeting in early February with WD 54 staff and the Fire Marshall from South King Fire & Rescue to discuss placement of fire hydrants.

Marina Service Division

January is Seattle Boat Show month for the Marina. Each year, the service crew plans and staffs a booth at the show. This year the show ran from January 19th through the 26th. Although traffic was down at the show this year, due to both the economy and the weather, the event was a success for the Marina. At the show, staff took five applications for the waiting lists, added one customer to the winter moorage program and took three reservations for yacht club visits. To date, the Marina has booked 19 reservations for yacht club visits for the 2008 season.

Marina Maintenance Division

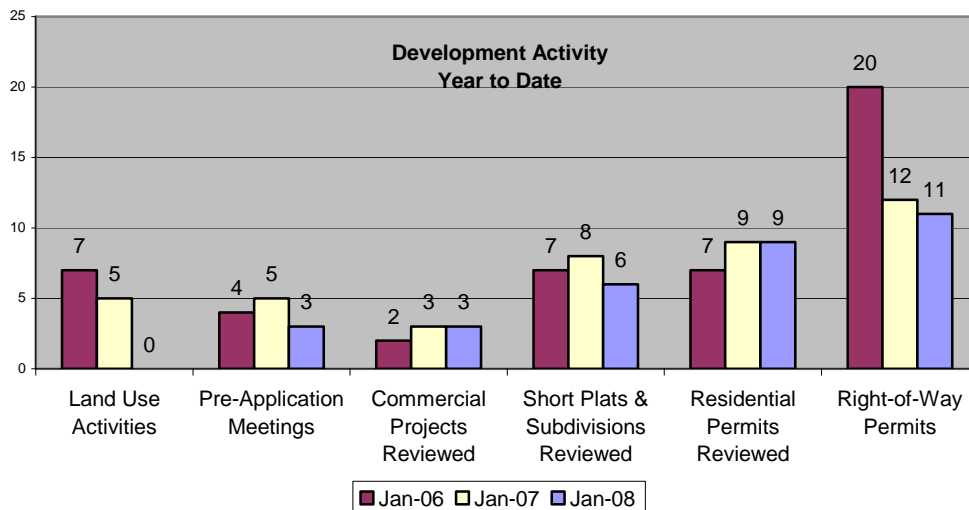
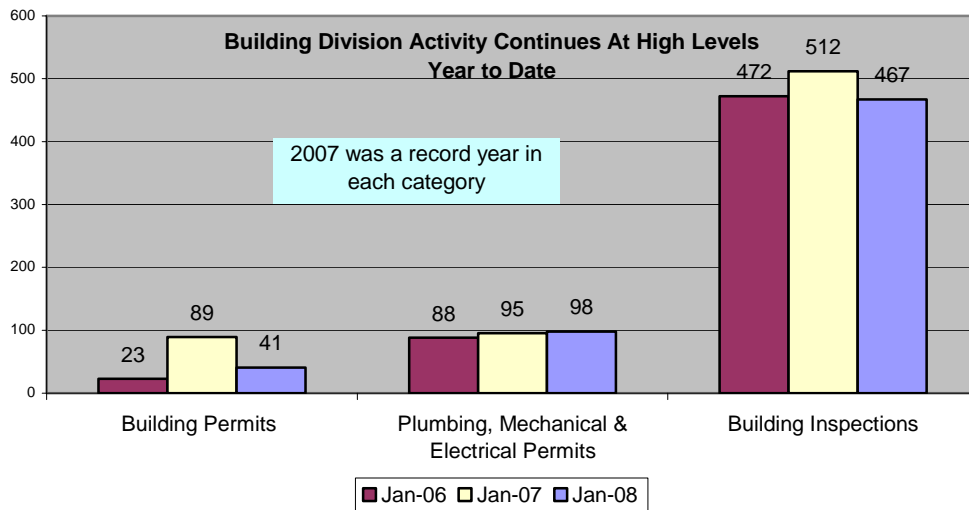
In January, the Marina staff continued working on regular janitorial and maintenance tasks and some capital projects. The staff:

- Pulled the 480 V feeder cables to M Dock.
- Replaced foam floatation blocks on M Dock.
- Pressure washed all the open moorage docks.
- Prepared the zinc anodes for installation on 12 steel piling at Redondo.

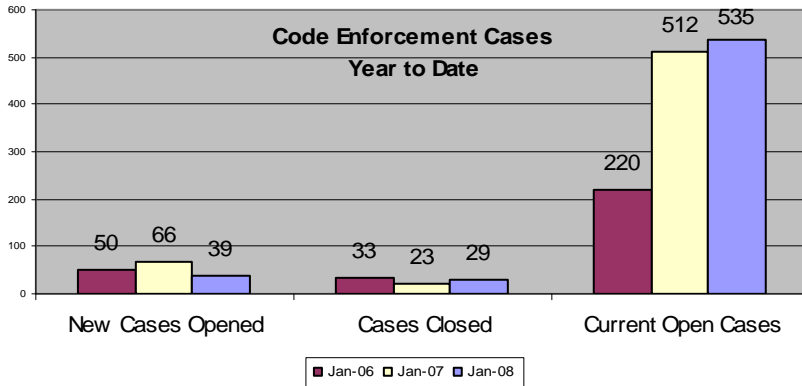
- Worked with a contractor to complete the conversion of one of the 10,000 gallon fuel storage tanks from unleaded to diesel.

The priorities for this off-season are to complete the M Dock rewiring project, prepare I and J docks for the fire suppression stand pipes and to install anodes on at least thirty of the steel piling supporting the Redondo boardwalk and bulkhead. Also, this is the time of year when the staff pressure washes all of the floating docks.

Building Division



Code Enforcement. 39 code enforcement cases were opened, 29 closed, and 535 are currently open.



Midway Elementary School's structural steel framework and site work continues. The concrete masonry unit (CMU) walls for the gym are up. The manufacturer of the steel components has had trouble supplying steel parts for this school. This has resulted in putting the school district about one month behind on their schedule. All parties are working on how this will affect the opening of the school in September.

Mount Rainier High School continues to work towards completion. School opened September 5th with a "Temporary Certificate of Occupancy". A timeline is still not yet available for a final Certificate of Occupancy.

Aviation High School now has their final Certificate of Occupancy.

The Zenith project, west duplex portion has poured the foundation and framing is underway. The contractor has not yet completed the shoring wall abutting Marine View Drive. When the shoring work is complete, the east commercial portion of this project will begin.

Subdivisions pending review and approval

- Cedar Heights (formerly Bennett) 25 Lot PUD, 1205 South 232nd Street. Review of the revised plans submitted on 12/26/07 was completed and comments provided to the applicant on 1/31/08. Staff's primary concern is still the design of the ROW. The SEPA review is complete and the final determination will be issued in February. Staff is working with the applicant to get the materials ready for the public comment period.
- South Shore 30 Lot Modified Subdivision, 2038 South 222nd Street. Staff is waiting on the applicant to submit the engineering plans.
- Highline View Estates 21 Lot Modified Subdivision, 21st Avenue South and South 240th Street. The applicant submitted revised plans 1/23/08 to address staff's concerns related to the design of the ROW, detention vault, private recreation

requirements, and justification for the wetland fill which are currently under review. Comments are due back to Development Services on 2/25/08.

- Landmarque 66 lot Townhouse Subdivision, 260th and Pacific Highway South. During the initial review of the civil plans, staff identified significant deficiencies in the design of the street improvements and the surface water drainage system. The applicant submitted the revised plans on 12/28/07, which are currently under review.
- Blueberry Lane 66 unit PUD, 199xx Des Moines Memorial Drive. The applicant submitted the revised plans on 1/3/08 to address staff's concerns related to the design of the detention pond and the right-of-improvements which are currently under review; comments are due back to Development Services 2/25/08.
- Crestwood Park 67 lot PUD, 27425 16th Avenue South. On 12/06/07 the City Council approved the rezone amendment and the preliminary PUD. Staff has requested that the applicant submit the final engineering plans.

Short Plats pending review and approval

- Massey Creek Estates 7 Lot Modified Short Plat, 23406 14th Avenue South. A preliminary subdivision design review letter with comments was sent to the applicant on 6/13/07. Resubmittal received 8/24/07. Review comments were sent to the applicant on 9/25/07. City staff met with the applicant and engineer 10/24/07 to discuss design options.
- Nichols 3 Lot Short Plat, 23246 Marine View Drive South. Civil plans were received on 5/30/07. Review comments were sent to the applicant on 7/17/07. Revision received 10/1/07. Staff review comments were sent to the applicant 10/26/07. Revision received 11/20/07. Review comments sent to applicant 1/15/08.
- Nhut 4 lot Short Plat, 2004 South 253rd Street. Complete civil plan submittal received on 8/14/07. Review comments sent to applicant on 9/17/07. SEPA Checklist and grading permit review comments were sent to the applicant 10/23/07. Revision received 11/26/07. Review comments sent to applicant 1/16/08. SEPA DNS comment period began 1/16/08.

Subdivisions and Related Activity under Construction

- Dovey View 4 lot Short Plat, 1655 South 225th Street. Work on the infrastructure improvements is nearing completion; however, there are still significant problems with design for the offsite improvements to tie the existing sidewalk to the new sidewalk. The applicant has also submitted the final plat documents for review; staff comments were provided to the applicant on 1/7/08.
- ADKP 4 lot Short Plat, 22752 10th Avenue South. Work nearing completion; staff is waiting on the applicant to submit for final plat and request a final inspection of the infrastructure improvements.
- Graceview 27 unit PUD, South 234th & Kent-Des Moines Road. The required infrastructure improvements are substantially complete; all remaining minor punch list items have been covered by a bond. Staff is waiting on the applicant to pay the park in-lieu fee and submit 12 copies of the final plat documents for review by the

City Council. The final plat is tentatively scheduled to be presented to the City Council on 3/27/08.

Commercial Scale Projects Under Land Use Review

- Des Moines Creek Business Park, 89 Acre Business Park, 20xx South 216th Street. Current permitting staff efforts are focused on the Port of Seattle's request to vacate and surplus 11.63 acres of City owned and dedicated streets within the Business Park site.
- SSI Pacific Place 11 Acre Mixed Use Development, 21920 Pacific Highway South. On 11/20/07, City Council entered into a Development Agreement with Sunway Services that established a framework to facilitate the redevelopment of the 11 acre property. The conceptual master plan envisions the development of 1400 residential units, a hotel, and 155,000 square feet of office/retail space. Staff is currently assisting the architectural firm hired by the Developer to create a refined master plan for the development of 10 acres of the property.

During the initial review of the first phase of the project, staff became aware that there was a conflict between the City's requirement to have the buildings located adjacent to the sidewalk along Pacific Highway and the need for a greater safety setback from the high voltage power lines adjacent to the site along Pacific Highway. Staff met with PSE to discuss this problem and develop a solution that maintains the City's vision and meets PSE's setback safety standards. Based on the preliminary discussions, it appears that at least 2 stories would possibly be able to be located at the front property line and the higher stories will have to be set back. PSE is currently calculating the required setbacks given the type of line, voltage, and pole height to develop a standard setback for the site that will have to be maintained for the upper stories and confirm the height that a building can be at the property line.

Low Income Senior Housing. The first phase of SSI Pacific Place is proposed to be a 219 unit low income senior housing development. A pre-application meeting with the development team for this phase was held on 1/16/08. There are significant changes that need to be made to the proposed building design in order to meet the Pacific Ridge Design Guidelines. The architect is currently working to resolve these issues.

- Parkside Elementary, 68,000 square foot new school (2 stories), 2104 South 247th Street. Staff has completed the review of the revised plans submitted on 12/04/07; comments were provided to the applicant on 1/29/08. The remaining issues can be addressed during the building permit review. The City has completed the SEPA review and issued an MDNS on 2/11/08; the public comment period will conclude on 2/26/08. The applicant will be able to submit the building permit application at the conclusion of the SEPA appeal period on 3/8/08.
- Saratoga View Villas 34 Condominiums, 16xx South 216th Street. The plans have been reviewed and all comments were provided to the applicant on 11/02/07. The primary concerns are sight-distance, layout of the parking lot, landscaping, and design of the buildings. Staff has been assisting applicant in the evaluation of different

layouts and designs to address staff's concerns and create a project which is more consistent with a townhouse development instead of a multifamily development. The applicant is also considering withdrawing this application and submitting a 34 lot Townhouse Planned Unit Development Subdivision.

- City Center, mixed use building containing 12 dwelling units and 3,963 sq ft commercial, 708 South 227th Street. The City's last comment letter was issued to the applicant on 9/18/07. The City is waiting on the submittal of the revised plans to address staff's comments. Staff has spoken with the architect for the project who has indicated that the owner is selling the project so all work on the project has been put on hold pending the sale.
- Kingdom Hall, new 8,750 sq ft church, 21645 24th Ave South. The revised plans comments were provided to the applicant on 12/20/07. There is still disagreement on whether or not the proposed caretakers/parsonage is a permitted use in the Business Park Zone. The revised plans did address a majority of the City's comments. The City Attorney and the applicant's attorney are attempting to resolve this issue before the revised plans are submitted for City review.
- Landmark on the Sound, Master Plan Expansion, 23660 Marine View Drive South. The City last comment letter was issued on 10/31/05. On 1/25/07, the applicant submitted a letter to the City withdrawing the original application. The City is still waiting on the submittal of a new application to reflect the new master development design. City staff recently met with project managers of this proposal. It was mentioned that units were being pre-sold with the understanding that construction was to commence in late spring 2009. City staff alerted Landmark on the Sound representatives that they are behind on their permitting and need to apply for SEPA and Design Review by the end of February 2008 to maintain their project schedule.
- Barcelona, mixed use building containing 277 dwelling units and 20,000 sq ft commercial, 22837 Pacific Highway South The City last comment letter was issued on 11/15/06. The City is waiting on the applicant to submit the revised Design Review materials.

Commercial Scale Projects with Land Use Approvals Granted

- Rahul Place 23040, 3 story 25,137 square foot office building, Pacific Highway South. The plans submitted on 10/23/07 have been reviewed and all comments were provided to the applicant on 11/28/07.
- Bay Villa Apartments, 15 unit townhouse development, 16th Avenue South and Kent/Des Moines Road. The project has been approved by SWM and comments issued by Development Services, Building and Transportation on 1/9/08; there are still significant concerns related to the traffic revision.
- Patel Medical Arts Building, 3 story 17,400 square foot medical office building, 22613 Pacific Highway South. Staff comments provided to the applicant on 11/29/07. The plans still have some building code deficiencies.
- Seascape at Des Moines, mixed use building containing 37 dwelling units and 8,400 sq ft commercial, 22607 Marine View Drive. The project has been approved by

SWM and comments issued by Development Services Transportation, and Building on 1/30/08.

Recycling/Solid Waste

- Dates have been set for two events this Spring:
 - The Spring Residential Recycling event at the Marina will be on Saturday, March 15.
 - The Spring Clean when Allied Waste picks up extra Residential (single family through four-plex) garbage, recycling and yard waste will be during the week of April 21-25.
- Articles about both events were submitted for publication in the March City Currents.
- Two of our three grant contracts for recycling in 2008-2009 have been received from the granting agencies. As soon as the third is received, they will be brought before City Council for review.
- A Request for Proposals for a professional consultant to help organize our recycling program events for the next two years was published on 1/28/08, with a deadline of 2/8/08. Once the contractor selection is made, the contract will be brought to Council along with the Recycling Grants.
- Staff met with the Allied Waste Customer Service Manager on 1/24/08, to finalize the Spring Clean dates, review and modify the Allied Waste mailing for the Spring Clean and maintain a good working relationship. April 2nd will be the mailing date for the Spring Clean notice.

Miscellaneous

- Windward Condominiums. G2007-0019 submitted 8/17/07. Vegetation management plan for west slopes. Planning review letter and partial approval sent 10/03/07. City staff has apportioned the full extent of the work requested by the applicant into segments which will be reviewed and monitored incrementally to determine if the applicant is being a good steward of the hillside. A re-submittal was received on 12/19/07 and is under Planning review.
- Metro Rapid Ride (BRT). Staff recently attended a meeting with representatives from other jurisdictions to discuss proposed designs for the BRT stations within the City of Des Moines. Based on materials provided at the meeting, staff is working with the Transportation Division to prepare written comments regarding the station designs. Development Services' primary focus has been the conceptual design's compatibility with the Pacific Ridge Vision and future development plans.
- 2008 Permit Improvements. Until now, most of the changes in the permitting system focused on changes to improve the permitting of larger scale projects. Improvements planned for 2008 will improve the permitting system for all sizes of projects. Development Services will improve the use of the City's website to improve the availability of information for the citizens of Des Moines and the general public. To achieve this goal Development Services will complete the following tasks:
 - Finish the Development Activity Webpage to provide information on Subdivisions and Commercial Activity
 - Update the current Land Use Applications to provide clearer guidance to applicants.
 - Create forms that can be filled out online and printed.

- Update and make better use of the Development Services Webpage
- Update and make better use of the Frequently Ask Questions section on the Development Service's Webpage
- Create an email address for projects that require Public Comments periods to facilitate public involvement.

Parks & Public Works Operations and Maintenance

Facilities (1 person)

- Installed power and cable for new in-car camera server in PD's evidence and report rooms
- Repaired vandalism at Beach Park.

Park Operations [crew of 4]

- Barked Marine View Drive landscape
- Set up and organize Underwood shop
- Rebuilt small mower and Toro trailers
- Seasonal pruning all parks
- Rebuilt dumpster surround at the Field House
- Repaired dumpster at Beach Park

Road and Street Maintenance [crew of 4]

- Shoulder work: grading and gravel done on Woodmont Beach Drive; also in conjunction with overlay contractor on Des Moines Memorial Drive from 208th to 212th and 258th Marine View Drive
- Gravel and pot hole repair: 10th Place/ 220th to 223rd
- Remove tree @ 16th/266th
- Open Saltwater Park Bridge on MVD - swept, cleaned bridge draws, cut back overgrown vegetation; removed detour signs and barricades
- Installed a new crosswalk on 8th north of 200th @ North Hill Elementary School.
- Installed turn lane markings and striping @ 272/16th and 260th/16th including signs
- Removed walkway rumble bars on 16th/223rd to KDM Road
- Sanding and ice control where and when needed
- Reinstalled damaged bollards on KDMR east of Taco Time

Surface Water Maintenance [crew of 5]

- Sink hole repairs related to storm drains 8th/264th; 26th Pl/241st; pipe repair @ 18th/243rd
- Removed trees in drainage easement in preparation for storm drain upgrade work
- Cleaned ditches on 16th Avenue - 272nd to 279th
- Sink hole on Redondo Beach Drive was backfilled - will continue to monitor regarding tide reaction

Ancillary Duties

- Boarded up windows @ building S.216th/29th as requested by Code Enforcement
- All crew members attended PSE training on downed power lines and natural gas leaks
- Moved all NIMS materials from Service Center to storage area in Equipment Garage @ 21650 11th
- Monthly clean up of Pac Ridge neighborhood w/DOC

- Assisted Food Bank
- Cleaned graffiti off @ various locations for PD
- Delivered items to state auction warehouse in Auburn

Equipment Services

The City shop is up to date on services. The Equipment rental is looking at vehicle purchases for 2008. The shop was called in on Sunday and Monday to set up for the ice and snow. The shop sent two drug seized cars to Ehli Turner Auction to be sold on February 2nd. Thirty-six (36) maintenance events took place in January.

Des Moines Creek Basin (DMCB) Projects

The High Flow Bypass Pipeline was cleaned, the plug removed, and the pipe is operational as of January 29. Midway Sewer District has deeded the existing outfall and sewer trunkline to the Des Moines Creek Committee and the bill of sale has been sent to King County for recording. The Committee is working with the Port using its Port Management Agreement with the Department of Natural Resources in lieu of acquiring a separate lease from DNR for the Bypass Outfall.

Per the Corps Permit, the vegetation within the Regional Detention Facility must undergo two growing seasons before the facility can be operational. In addition, the facility must be certified as a dam by the Corps. Before applying for dam certification, some minor berm settlement (less than 1 foot) must be corrected (built back up to the design elevation). This work is scheduled for this summer. Once the certification and vegetation has been approved by the Corps, the facility can be made fully operational, anticipated by October 2008.

January 2006 Landslides at Marine View Drive Bridge (west side), Des Moines Memorial Drive), and February 2007 Landslide on Des Moines Memorial Drive (north of Flag Pole)

The construction contract was awarded to Construct Company January 24th and a preconstruction meeting is scheduled for February 5th. Notice to proceed is expected by February 11th and work started by February 15. The contract time is 75 working days with completion expected by the end of May. It is anticipated that the contractor will be working on all three slides simultaneously. For the DMMD 2007 slide, the lane branching from MVD to DMMD will be closed for two weeks while drainage pipe is installed in the center of the lane. This work will involve longer work hours from 7:00 a.m. to midnight.

NPDES Permit Consultant

Staff has hired Hammond Collier Wade Livingston (HCWL) for assisting the City in the development of its NPDES program. A Surface Water Management Program report showing how the City will implement the elements of the NPDES program is due to Ecology no later than March 31 along with the first year activity report.

Staff submitted a notice of intent for accepting a \$75,000 grant offer made by Ecology for assisting the City to partially fulfill the requirements of the permit. The grant was approved by Council with amendment to the Minority and Woman Business Enterprise

voluntary goal requirements. Legal staff is now working with Ecology to amend the grant agreement. It is anticipated that a revised grant agreement will be issued to the City allowing the City to either accept the new language of the agreement or to decline the grant.

Saltwater Bridge – South Approach Reconstruction

Phase 2 construction is substantially complete and the bridge was reopened January 8.

16th Avenue South Improvement Project (Phase I): South 272nd Street to South 260th Street

This road and sewer construction project is partially funded through the Washington State Transportation Improvement Board (TIB) and Midway Sewer District.

Percent contract complete:

	Schedule A (Road)	Schedule B (Sewer)
Financial	82%	82%
Schedule	72%	95%

Work Accomplished in January 2008:

Sidewalks

Curb & gutter (curb line at S. 260th St re-adjusted)

Driveway approaches

Fencing & property restoration

Irrigation system installation initiated and a work order with Highline Water District for hookup. The City's request for fee waiver denied.

Partial transfer of traffic signal to detection loops was performed.

PSE overhead adjustments

Flasher Poles at Woodmont Elementary School (90% complete)

Opened right turn lane on Woodmont Dr. concurrent with Saltwater Bridge opening

Work anticipated in February:

Change order for signal and signage changes

Landscaping, irrigation & property restoration

Close out and payment for street lighting & PSE overhead adjustments

Continue driveway approaches

Open new crosswalk for Woodmont Elementary School

Continue sidewalks and completion of medians

Owl Fencing will continue installing fencing down 16th Ave South.

Flasher poles at Woodmont Elementary School

Traffic control – will be more localized on 16th Ave South.

2008 Pavement Management Program

Staff continued working on the development of the 2008 pavement management program. Candidate locations will be coordinated by geographic area. Recommended treatment types will be verified in February and March, which include overlay, patching, and various preventative maintenance treatments.

Street Standards

Staff continued work on the development of draft standard drawings for incorporation into the Street Design and Construction Standards. A few drawings remain to be completed. Once the drawings are completed, review of the standards will then begin through the PS&T committee. The process should be ready to begin by end of February.

Comprehensive Transportation Plan

Task Order was signed with Mirai for the scope of work for the Comprehensive Transportation Plan update to include Traffic Impact Fees, S. 216th Street Corridor, 24th Avenue Corridor, and the old SR509 R/W Corridor.

Traffic Count Program

Data collection at the 2008 count locations will begin in early spring.

Schools

Staff met with representatives from North Hill Elementary School to discuss improvement needs along 8th Avenue South. We are going to explore the possibility of a “safe route to school” grant application in conjunction with the school district. A training session will be held in February and invitations to the school principals are being sent out.

Civil Engineer Staffing

Staff has been unsuccessfully advertising for a Civil Engineer II for almost a year. Staff again advertised for the Civil Engineer II in December. Civil Engineers are in high demand in the market place due to the construction/project volumes. Our advertisements on the Institute of Traffic Engineers and American Public Works Association websites have expired and staff is evaluating what to do next to fill this critical position.

Multi-Year Civil Engineering Services:

Council approved the on-call contracts on November 8, 2007. These on-call consultants will be used on selective projects already approved by the Council in the CIP budget, as well as to assist staff with survey needs, utility plan reviews, structural analysis and development review. The contracts will also be available to respond to emergency situations such as landslides, earthquakes and flooding. Staff is currently working on several Task Order assignments with various consultants. We have given or are preparing to give assignments to kpff, CH2M Hill, Mirai, KPG and Hammond Collier Wade Livingstone (Ham-Col-Wd-Lvs). Staff is tracking costs for each Task Order within each contract. As required in Resolution 1056, the following is a list of signed Task Orders (TO#) approved by the City Manager and Council:

Approved Task Orders for On-Call Engineering Consultant Services

TO#	Consultant	Project Title	City Manager	City Council
2007-01	CH2M Hill	Traffic Engr Study - VOIDED	N/A	N/A
2007-02	CH2M Hill	Zenith Viewpointe Development	\$3500	
2008-01	Ham-Col-Wd-Lvs	DM SWM Management Program	\$46,593	
2008-01	KPG	So. 216 th Street Sidewalk		\$163,500*
2008-02	KPG	Prelim Engr 2008-10 Pvmt Mgmt	\$22,500	
2008-01	Mirai	Transp Comp Plan/Misc.Transp		\$310,997*

* *Coming before Council*

Contracts Signed in January:

- Slide repairs on Des Moines Memorial Drive and Marine View Drive
- Change order to overlay/patch portions of Des Moines Memorial Drive
- Task Order Assignment for South 216th St. – Phase 4 Design (Pacific Highway to 20th Ave S)
- Memorandum of Understanding with Highline Water Dist. for paving work on Thunderbird Dr.

Contracts Expected to sign in February:

- Task Order for Development Review Services with CH2M Hill and kpff
- Task Order for Engineering Study for Pacific Highway with kpff
- Task Order for North Twin Bridge and Saltwater State Park Bridge seismic retrofit with kpff
- Agreement with Moffatt & Nichol for the final design of the bulkhead replacement, and it is possible that agreement will be approved and signed in February.