

## *City Manager's Office*

March 19, 2008

To: City Council

From: City Manager

Re: Monthly Report – February

### Marina Maintenance Dredging

In February Anchor Environmental, Inc., the City's consultant for the Dredging Project, delivered the 90% complete plans and specifications for review. After the Marina staff reviewed the documents, the staff met with the project manager at Anchor and discussed some minor changes. The plans, specifications and bid documents are essentially complete. Once the permit approvals start coming in, which should be sometime in April, the Marina staff will advertise the project for bid. The staff is still planning to start the project after Labor Day.

### Bulkhead Replacement A – Phase 1. (North Marina Combined Projects).

On February 7th, City Council approved the agreement with Moffatt & Nichol for the design of both phases of the Bulkhead Replacement project, the new travel-lift pier, and the new 12.5 kV duct bank. Because all four projects are now combined into one design effort, the staff and consultants have started referring to this effort as the North Marina Combined Projects. The Consulting team consists of Moffatt & Nichols, (primary consultant, civil and ocean engineering), Shannon & Wilson, (environmental work and soils engineering), Makers, (architecture and design), and Worthy and Associates, (landscape design). The team met on February 21st to kick off the project. Moffatt and Nichols expects the design and permitting effort to take about one year to complete, mostly because of the extensive wait time for the federal permits.

On the 21st, the Marina staff also met with the top management from South King Fire and Rescue. In the early stages of planning for this project and the Water Main Relocation project, South King expressed concern about the amount and duration of the water supply in the Marina that would be available for fighting fires. Initially, the City and the Fire District settled on the concept of "draughting wells" for augmenting the water supply for fire fighting. The wells would be connected to the Sound via underground pipes and would supply an unlimited amount of water. The design for the "draughting wells" was included in Moffatt & Nichols scope-of-work and budget for the project.

At the meeting on the 21st, the Fire District staff told the Harbormaster that they had reconsidered the idea of the wells and decided that they would not work. Their reason was that “draughting” from standing bodies of water was largely unnecessary in King County now, and firemen are not being trained in this process. The Fire District leaders think that it would be better to install a stationary pump system to supply the extra water. They think that a pump system would be similar to the equipment that they are operating now and would not require specialized knowledge and training.

Marina staff and the project team met with the South King Fire and Rescue staff on Tuesday, March 4<sup>th</sup>, to continue the discussion on the water supply. At that meeting, the group was able to develop some preliminary specifications that the design group could use to determine a scope-of-work and budget for designing the pump system (instead of the draughting wells).

The Marina staff will continue working with the Municipal Facilities Committee to develop the alternatives for additional fire fighting water supply in the Marina. Once the concepts have been fully researched, staff will bring the discussion to the full Council for policy direction.

#### Marina Service Division

The service staff hosted two clubs in the guest moorage area in February. They also started planning the seasonal staffing at the Redondo ramp for this year. Initially, the plan is to have staff on site at Redondo from 5:00 am to 1:00 pm on weekdays and from 5:00 am to 9:00 pm on weekends. A temporary office will be set up, using the small surplus building that the Marina got from Saltwater State Park. Marina staff will manage the parking lot, sell bait and ice and help customers launch and retrieve their boats.

#### Police Personnel Issues

Entry Level Officer Justin Langhofer graduated from the Criminal Justice Training Commission Basic Law Enforcement Academy on 02/25/08. Officer Langhofer graduated #2 academically in the class of promising law enforcement officers.

#### Levy Lid Lift Update

On January 1, 2007 the voter approved Levy Lid Lift for Law Enforcement became effective. Although the police department did not receive any monetary benefit from the property tax increase until the end of the first quarter of 2007, the City Council and City Manager gave approval to begin the process of meeting the commitment to restore staffing, vehicles, equipment and technologies as quickly as possible. Activities for the month of February include:

- The detective unit continues to complete background investigations on both lateral and entry level candidates.
- The police department website has been reconstructed to better facilitate police department applicant processing.

Statistical Comparison on Reported Crimes

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

Offense Type	February 2007	February 2008	% Difference	January – February 2007	January – February 2008	% Difference
Homicide	0	0	0%	0	0	0%
Rape	4	0	-100%	5	0	-100%
Robbery	1	4	+300%	5	9	+80%
Assaults	16	12	-25%	37	27	-27%
Burglary	24	12	-50%	37	26	-30%
Larceny	37	53	+43%	74	87	+18%
Arson	1	1	0%	1	2	+100%
Motor Vehicle Theft	23	22	-4%	52	38	-29%
Officers Assaulted	0	1	NC	0	1	NC
Clearances Adult Arrest	14	20	+43%	48	37	-23%
Clearances Juvenile Arrest	2	4	+100%	3	18	+500%
Calls for Service	1,539	1,645	+7%	3,236	3,212	-1%

NC = Not Calculable

City Prosecutor

Kara Murphy was appointed as a Special Prosecutor to provide prosecution coverage on a contract basis on an as-needed basis at the direction of the City Attorney. Ms. Murphy will review, investigate, reach a charging decision and prosecute possible violations of law occurring in Des Moines in the City’s municipal court.

2007 Parks Capital Projects:

Des Moines Creek Trail

The Trail work group is meeting bi-weekly with Inca Engineers to keep the project on schedule. The environmental applications (SEPA & ECS) were submitted in early March and the review process is expected to be completed by mid-April. Staff continues to

work with Inca Engineers to refine trail design elements and expects the 100% plans and estimate submittals in April.

Dining Hall

Minor emergency building interior 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. The Emergency Lift SEPA and the ECA Exemption have been submitted and are awaiting review.

Field House Exterior Renovation

Pilgrims Progress Preservation Services have 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

<u>February Revenue</u>	<u>Year-to-Date</u>	<u>2007 YTD</u>
\$ 53,767.94	\$102,501.09	\$80,934.88

Before and After School Program

There were 188 participants in the Before and After School programs at Des Moines, North Hill, Marvista, Midway and Parkside Elementary School in the Highline School District and Woodmont Elementary School in the Federal Way School District, which is an increase of 40 participants from our 2007 numbers for the same period. There were an additional 397 children who participated on a drop-in basis or on an early release day. We are also proud to announce that we will be starting a Before and After School program at Madrona Elementary School in the Highline School District in September 2008.

Mid-Winter Break Camp

Mid-winter break for Highline and Federal Way School Districts fell between February 15-February 19. A total of 44 kids participated during the four days of activities. Participants enjoyed swimming at the Mt. Rainier Pool among other fun and exciting daily activities.

Valentines Day Teen Dance

A Valentines Day Teen Dance was hosted in conjunction with the Des Moines Youth Council at the Field House on February 15, 2008, with 168 paid teenage participants. Teens enjoyed music, photo opportunities, refreshments and socialization in a fun and safe environment.

Pre-School Playhouse

Eleven children participated in the latest session of Pre-School Playhouse. This program is for 3-5 year olds and meets twice a week for two hour classes over a 5 week period.

Children participate in a variety of arts and crafts projects, sports, reading and have lots of positive interaction and lots of fun.

Activity Afternoons at Pacific Middle School

Activity Afternoons continued in 2008 with three successful program dates during February. Activity Afternoons are an After School Program at Pacific Middle School on Fridays throughout the school year. The program is funded by the Des Moines Rotary Club and Des Moines Legacy Foundation and is held in conjunction with the Highline School District and Destination Des Moines. There are now 224 teens registered for the program and February attendance was 100, 91 and 87 participants respectively. Kids enjoy snacks, arts and crafts, gym activities and have access to the computer lab as well.

Senior Center Division Statistics – February 2008

	2007	2008
Number of Meals Served	804	809
Fee Program Participants	396	337
Drop In Participants	728	1,907
Volunteer Hours	1,825.25	1,800
Revenue for February	\$5,675	\$5,452

Nutrition Program

As of February 28, Senior Services closed the nutrition program down at the Burien Senior Center. The cook from that site will be our permanent cook beginning March 10. Bonnie Stranlund has been with Senior Services for 12 years and has a good record at Burien Senior Center. We welcome her aboard. As you can note from comparing our 2007 nutrition numbers for February with our 2008 numbers, even without an on site nutrition coordinator, the program participation stays strong. Staff believes it is not so much the food that brings our participants to the program, but the fellowship and the friendly environment at our center.

Senior Shuttle 10 Year Celebration

On February 13, the cities of Des Moines and Normandy Park hosted a lunch in honor of the 10th anniversary of the Senior Services Senior Shuttle transportation program for our two cities. Along with mayors and city council representatives from both cities, guests from METRO and the Washington Department of Transportation were in attendance. Des Moines/Normandy Park is proud to be the first of what is now 15 senior transportation programs around King County. We are only one of two programs out of the 15 that utilize volunteer rather than paid drivers. The Senior Shuttle program is critical to helping older adults in our community remain independent and active. Along with speeches of thanks from both cities, a volunteer driver, and a passenger’s daughter, a plaque of thanks was presented to Cindy Zwart, director of the program with Senior Services.

Business Licenses

New commercial business licenses issued in February 2008:

Name	Location	Type
Caffe Alexis	22014 7 <sup>th</sup> Ave. S.	Retail Coffee Franchise
Des Moines Smoke Shop	21636 Marine View Dr. S.	Retail Store
Donna L. White, MA., RHMC	22000 Marine View Dr. S. #202	Mental Health Counseling
General Store	22307 Marine View Dr. S.	Retail Store
Paul D. Conner, PHD	22517 7 <sup>th</sup> Ave. S.	Neuropsychology Practice
Pro Cleaners	21905 Marine View Dr. S.	Dry Cleaners

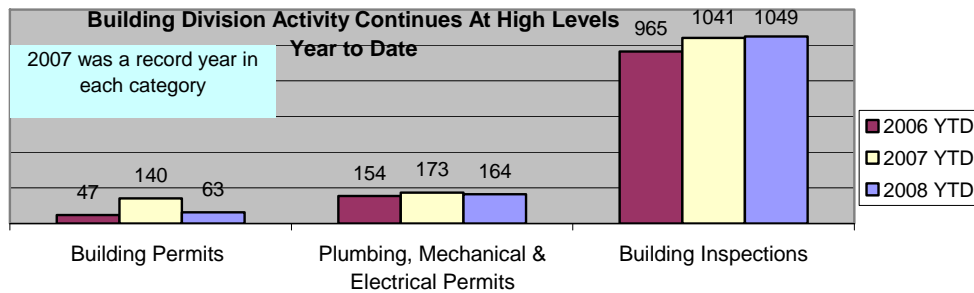
Investment Portfolio

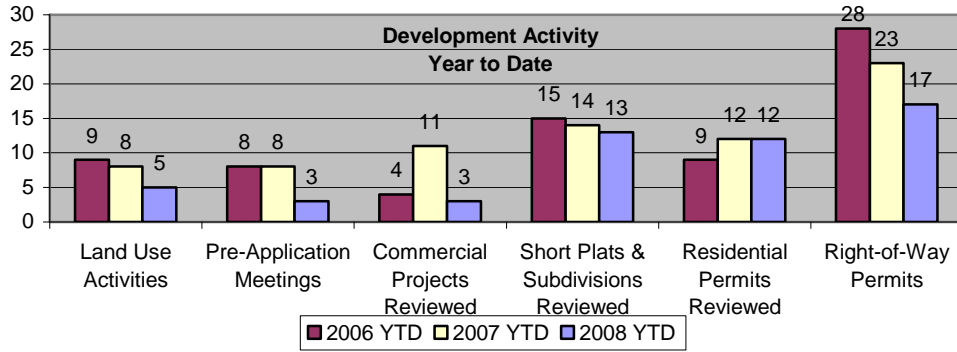
February’s yield with the State Local Government Investment Pool (LGIP) was 3.7871%. Aggressive rate cuts by the Federal Reserve have reduced the federal funds rate 2.25% since September 18, 2007 to 3.00%. Notwithstanding, the economy continues to show signs of a slowdown as consumer and business spending is impacted by contraction of the housing industry and credit tightening in the financial markets. The yield on the LGIP investment portfolio will continue to decline as investment maturities are re-invested at lower yields. Total investment portfolio as of February 29 is as follows:

<u>Investment Type</u>	<u>Maturity</u>	<u>Ave Yield</u>	<u>Amount</u>
Local Government Investment Pool		3.79%	\$10,413,618
Federal Home Loan Mortgage Corp.	10/1/2010	5.01%	1,000,000
Federal Home Loan Bank	11/21/08	4.46%	1,000,000
Federal Home Loan Bank	11/06/09	4.33%	1,000,000
KeyBank Money Market Savings(1)		2.79%	3,961
<b>Total</b>			<b>\$13,417,579</b>

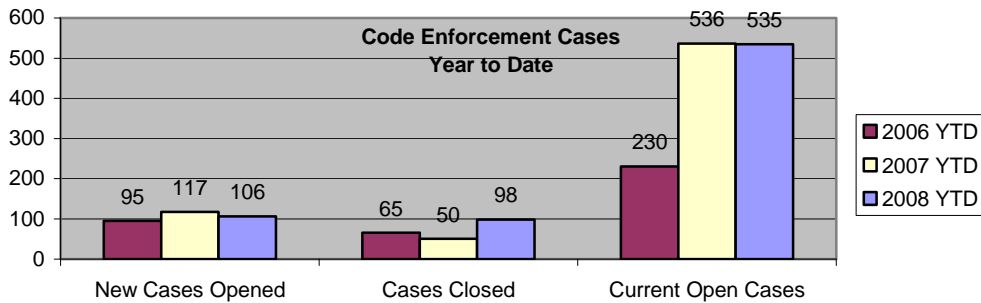
(1) Balance as of 1-31-08

Building Division





Code Enforcement. There were 67 new cases opened and 69 cases closed during February. There are 535 open cases.



Building Division:

Midway Elementary School - 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 – Work continues toward completion. Apparently, we will be receiving a request for a new temporary Certificate of Occupancy and a list of what work is still to be done along with a time line for completion.

Judson Park Addition - Progress is being made at a hurried pace. Siding is nearing completion and the interior sheetrock is about 80% complete.

Highline Community College MAST Project - This project is moving slowly. This building became saturated during heavy January rains and was not protected. Additionally, the under-floor system was not constructed as designed and an “unlisted” spray on polyurethane product appears to have been improperly placed in the under-floor flooring system. The Building Division is working with the architect to find a solution to this latest challenge.

Zenith Viewpointe – The west duplex foundation has been poured and framing is underway. The roof trusses are being set. The contractor has completed the temporary shoring wall abutting Marine View Drive. When the commercial building begins, this integrated wall system will comprise the permanent shoring of this area. The Building Division has not yet seen revisions come in for the commercial site that incorporate the new Marine View Drive retaining wall into the structure.

Development Services:

Subdivisions pending review and approval

- Cedar Heights 25 Lot PUD, 1205 South 232<sup>nd</sup> Street. Staff's second review of the plans is complete and comments provided to the applicant on 1/31/08. Staff is still reviewing the design of the ROW and other minor items. The SEPA determination was issued on 2/11/08 and the comment period concluded on 2/26/08. The appeal period concluded on 3/07/08. Staff is waiting on the applicant to submit the revised preliminary subdivision materials.
- South Shore 30 Lot Modified Subdivision, 2038 South 222<sup>nd</sup> Street. Staff is waiting on the applicant to submit the engineering plans.
- Highline View Estates 21 Lot Modified Subdivision, 21<sup>st</sup> Avenue South and South 240<sup>th</sup> Street. The applicant submitted revised plans which addressed all of staff concerns. The SEPA determination was effective 3/10/08. The public comment period will conclude on 3/25/08 and the appeal period will conclude on 4/04/08. The project is also scheduled for the Planning Agency on 4/7/08 and the City Council on 4/24/08.
- Landmarque 66 lot Townhouse Subdivision, 260<sup>th</sup> and Pacific Highway South. The applicant submitted the revised plans to address the insufficiencies identified during the first review; however, there were still a number of problems with the road design, landscaping plans, and the wetland mitigation plan. Comments were provided to the applicant on 2/14/08.
- Blueberry Lane 66 unit PUD, 199xx Des Moines Memorial Drive. The revised plans submitted on 1/3/08 addressed the majority of staff's concerns; however, there are still some minor issues that must be resolved regarding the road design, the landscaping plan, the erosion control plan, and the wetland mitigation plan. All of the comments have been provided to the applicant.
- Crestwood Park 67 lot PUD, 27425 16<sup>th</sup> Avenue South. 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 14<sup>th</sup> 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. Resubmittal received 2/8/08. Planning is compiling review comments.

- 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. Resubmittal received 2/1/08. Civil plans approved 2/29/08.
- Nhut 4 lot Short Plat, 2004 South 253<sup>rd</sup> 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 appeal period ended 2/14/08; no comments or appeals were filed.
- Singh 2 lot Short Plat, 24827 16<sup>th</sup> Avenue South. Preliminary short plat approval was issued on 4/29/07. Civil plans were submitted for review on 5/22/07. Civil plans approved 7/10/07. Applicant has requested an extension to begin construction of improvements until 4/1/08.
- Ho 3 Lot Short Plat, 25804 Marine View Drive South. Application was received on 5/15/07. Review comments were sent to the applicant on 7/13/07. Re-submittal received on 9/11/07. Review comments were sent to the applicant on 10/12/07. Revision received on 11/8/07. Review comments sent to applicant 1/10/08. City Council concurred with short plat approval/Lot 2 depth to width ratio on 2/14/08. Notice of land use decision sent out – no appeals were submitted.
- Cooper Creek 7 Lot Short Plat, 1300 South 218<sup>th</sup> Street. Application received 8/1/07. Review comments were sent to applicant on 9/7/07.
- Cary Lang 2 Lot Short Plat, 23257 Marine View Drive South. Three lot short plat application received on 8/27/07. Review comments were sent to the applicant on 9/27/07. Revisions received 10/23/07. Review letter sent to applicant 11/30/07. Resubmittal received 1/22/08. Proposal has been revised to 2 lots. Review comments sent to applicant 2/20/08. Resubmittal received 2/29/08.
- Williams 2 Lot Short Plat, 23232 Marine View Drive South. Application received on 10/31/07. Review letter sent to applicant 12/10/07. Resubmittal received 2/21/08. Public notice of application comment period began 3/7/08.
- Jensen 2 Lot Short Plat, 25639 Marine View Drive South. Application received on 10/30/07. Review comments sent to applicant 12/10/07. Partial resubmittals received 2/22/08. Staff is coordinating with applicant to begin public comment period.
- Atkinson/Gethers 3 Lot Short Plat, 8XX South 280<sup>th</sup> Street. Application received on 1/17/06. LLA LUA07-002 completed. Revision received 10/5/07. Review comments were sent to applicant 11/27/07. Resubmittal received 2/19/08.
- J&J Equities 9 Lot Short Plat, 1615 South 260<sup>th</sup> Street. Application received on 11/20/07. Review comments sent to applicant 1/18/08. Resubmittal received 2/29/08.

- Cooper 24<sup>th</sup> Avenue 4 Lot Short Plat, 24101 24<sup>th</sup> Avenue South. Application received on 12/6/07. Review comments sent to applicant 1/25/08. Resubmittal received 2/29/08.

Subdivisions and Related Activity under Construction:

- Dovey View's 4 lot Short Plat, 1655 S 225<sup>th</sup> St. Staff is still waiting on the applicant to submit the revised plans to connect the new and existing infrastructure improvements.
- ADKP 4 lot Short Plat, 22752 10<sup>th</sup> Avenue South. The developer has contacted staff to request final inspections and the materials required for final short plat.

Commercial Scale Projects Under Land Use Review:

- SSI Pacific Place 11 Acre Mixed Use Development, 21920 Pacific Highway. Staff is still assisting the architectural firm hired by the developer to create a refined master plan for the development of 10 acres of the property. The developer expects that the draft versions of the different master plans will be developed by the end of April.

PSE has indicated that the work to calculate the required setbacks given the type of line, voltage, and pole height to develop a standard setback for the site along Pacific Highway South is nearing completion and the information should be provided to the City the first week of March.

The City has requested that the developer complete a master traffic study for the whole site given the size of the project; however, the developer wants to do a traffic study for the first phase separately. Staff is working with the developer to resolve this issue.

- Low Income Senior Housing. The first phase of SSI Pacific Place is proposed to be a 219 unit low income senior housing development. The architect is working to make the changes that are needed to make to the proposed design meet the Pacific Ridge Design Guidelines. Staff met with the architect on 2/20/08 to discuss possible solutions to help resolve these issues
- Parkside Elementary, 68,000 square foot new school (2 stories), 2104 South 247<sup>th</sup> Street. The MDNS public comment period concluded on 2/26/08 and the appeal period will conclude on 3/7/08. The applicant submitted the building permit application on 3/10/08.
- Saratoga View Villas 34 Condominiums, 16xx South 216<sup>th</sup> Street. The City's last comment letter was issued on 11/02/07. The applicant indicated that this multi-family application will be withdrawn and instead will be submitting a 31 lot Townhouse Planned Unit Development Subdivision. Staff is waiting on the submittal of the new application.

- City Center, mixed use building containing 12 dwelling units and 3,963 sq ft commercial, 708 South 227<sup>th</sup> 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 24<sup>th</sup> 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 attempted to resolve this issue before the revised plans are submitted for City review, but they could not and the matter will be presented to the Hearing Examiner either in April or May. The City is waiting on the applicant's attorney to select a hearing date.

#### 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. The resubmission is expected during the first week in March according to the architect.
- Patel Medical Arts Building, 3 story 17,400 square foot medical office building, 22613 Pacific Highway South. Staff has approved the building permit application and it is awaiting pickup by the applicant.
- Bay Villa Apartments, 15 unit townhouse development, 16<sup>th</sup> Avenue South and Kent/Des Moines Road. The project has been approved by SWM and comments issued by Development Services, Building and Transportation. All comments were provided to the applicant on 1/9/08; it appears that there is a resolution to the concerns related to the traffic revision. Staff has spoken with the architect for the project who has indicated he expects to be under construction by the end of spring.
- 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 were issued by Development Services Transportation, and Building on 1/28/08.

#### Recycling/Solid Waste

- City Council has approved receiving the two grants which have been submitted to date. A third grant was reviewed by the City Council review on March 13, 2008, along with the Professional Services Contract for the 2008-2009 Recycling Program.
- Dates have been set for two events this spring. Articles about both of the following events were published in the March *City Currents*:
  - The Spring Residential Recycling event at the Marina was held Saturday, March 15.

- The Allied Waste Spring Clean (extra residential garbage, recycling and yard waste picked up curbside) is scheduled during the week of April 21-25.

## Parks & Public Works Operations and Maintenance

### **Facilities (1 person)**

- Review with Parks Lead work to be done while off with surgery for 12 weeks
- Monthly fire extinguisher checks
- Annual fire alarm testing
- General upkeep with repairs and problems

### **Park Operations [crew of 4]**

- Rebuilt both mowing trailers and side boards on Trucks 39 and 41
- Removed Photinia @ Wooton Park
- Aerate and fertilize; repair lips and in-field areas; install in-field mix; and finish pavers @ Underwood Park
- Two workers passed their CDL written test

### **Road and Street Maintenance [crew of 4]**

- Worked on sign changeout, replaced old street grade signs with new high intensity sheeted signs and continued with routine sign maintenance.
- Crew time was devoted to improving North Hill sight distance and impairments. Vegetation was cut back at several intersections to improve driver safety.
- New heat tape crosswalk markings were placed @ S222<sup>nd</sup>/19<sup>th</sup> and S218<sup>th</sup>/24<sup>th</sup>
- Storm clean up Feb.7<sup>th</sup>; removed sand debris that had washed up on Redondo Beach Drive @ south end of boardwalk; removed downed tree in R/W @ S239<sup>th</sup>/16<sup>th</sup>; also, took down two damaged trees in alley easement @ S247<sup>th</sup>/15<sup>th</sup> .
- Crew fixed trip hazards on S260<sup>th</sup>/16<sup>th</sup> to Pac Hwy (sidewalk damage from tree roots).
- Pot hole and asphalt repairs done @ S244<sup>th</sup>/27<sup>th</sup>; S198<sup>th</sup>/8<sup>th</sup>; 10<sup>th</sup>/S202<sup>nd</sup>; S216<sup>th</sup>/18<sup>th</sup> and S240<sup>th</sup>/17<sup>th</sup>.

### **Surface Water Maintenance [crew of 5]**

- 21 sets of old style drain grates were replaced with diagonal slot drain covers on S.260<sup>th</sup>/16<sup>th</sup> to Pac Hwy (Re: bicycle safety)
- Ditch cleaning and shoulder grading were done before start of slide repairs on DMMD and S.212<sup>th</sup>
- Minor SWM Maintenance projects were done @ 208<sup>th</sup>/1<sup>st</sup> basin repair; 270<sup>th</sup>/14<sup>th</sup> clear drain pipe.
- Major storm drain repairs were completed @ 26222 14<sup>th</sup> Ave S. in drainage easement to prevent flooding problems. It was a very difficult area to access - in addition to the muddy clay soils and extremely deep pipe, trees had to be removed, fences taken down and family play equipment moved to complete the work. Crew rented tracked excavator, shoring, and a trash pump to do the work. After completion of root removal and pipe repair - landscape and yard restoration were done.

### **Ancillary Duties**

- Routine help at the Food Bank
- Delivered City surplus items to the State Surplus Auction

- Hung banners for the annual Poverty Bay Wine Festival
- Removed graffiti tagging at various locations given by DMPD Community Service Officers.

### Equipment Services

The City shop is up to date on services. We have ordered our F450 4x4 new man-lift-truck from State contract. We are waiting for all our new equipment to arrive which should be here in April. We had thirty-one (31) maintenance events this month in our shop.

### Surface Water Management (SWM)

- **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)**

Construction work started February 11 on all three landslides. While the contract time is 75 working days and with scheduled completion by the end of May, Construct Company is making very significant progress and will complete the work well in advance of May 29. Their latest schedule shows work being complete by early April. No change orders have been issued as of February 29.

- **NPDES Permit Consultant**

Staff has hired Hammond Collier Wade Livingston (HCWL) to assist 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.

An amended agreement for the Ecology grant was submitted to Council on February 28 for approval. The amendment included new language drafted by Ecology addressing the MWBE goals. Council approved the grant, however, with substitute language (using the MWBE section from a DOE recycling grant that was also being submitted to Council for approval that same night). Staff has notified DOE of the Council amendment and is working with DOE contracting staff to make the final revised agreement that can be signed by the City Manager.

- **Des Moines Creek Hydraulic Study**

TetraTech has been contracted to perform an analysis of the lower channel of Des Moines Creek and provide recommendations for channel modifications and improved sediment transport through that section of stream. The State Historic Preservation Office has determined that the Dining Hall building may be raised a maximum of three feet without jeopardizing the historic context of the structure (or the state funding). TetraTech has determined that raising the structure three feet will set the new finish floor elevation 1.0 feet above the 100-year flood plain (as determined by FEMA), and would meet the City's Flood Hazard Code.

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

- Project management including coordination of construction management and contract services and management of the Midway Sewer District Agreement. The monthly progress report was updated; contractor submittals including schedule, change orders and transmittals were reviewed; the City was represented at construction meetings; staff responded to citizen inquires; staff conducted field meetings; staff processed pay estimates (Schedule A & B) and invoices for construction management services. As of pay estimate #11, through February, 2008, the pay schedule is approximately 82% complete including amounts set aside for retention.
- Progress for the month of February 2008 includes: sidewalks, driveways approaches, driveway entrances, fencing and property restoration, median construction, irrigation & plantings, and switchover to the new crosswalk at Woodmont Elementary School.
- In March, it is anticipated that all curbs and driveways will be set and most property restoration work will be complete. Preparation for paving of S. 260<sup>th</sup> St has been scheduled. A prepaving meeting was held March 13 in preparation for final paving at the end of the month. The contractor requested closure of 16<sup>th</sup> Ave S. during the week of March 31, the same time when the elementary school is on spring break (access for emergency vehicles and local access only). In addition to portable message signs, a community newsletter and web site update is planned announcing roadway restrictions. The contractor is considering paving S. 260<sup>th</sup> St. ahead of 16<sup>th</sup> Ave S. depending upon weather conditions. The improvements could be substantially complete by the end of April with a possible a ribbon cutting in May.
- Outstanding Issues: The condition of the sewer main is an outstanding issue. Midway Sewer District has asked for correction to fix grouting problems discovered during video surveillance of the new line. The request was to complete this work prior to paving. The lining of the main deteriorated and the District plans to monitor this situation during the warranty period. Other less time sensitive change orders include signalization adjustments, adjusting intersection grades, guard rail installation as well as a possible project to extend the paving and shoulder/walkway improvement along Woodmont Drive S. to S. 262<sup>nd</sup> St.
- Change orders currently total 6.5% for Schedule A. One small change order was added to the contract this month.

Multi-Year Civil Engineering Services

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 Council and City Manager:

Approved Task Orders for On-Call Engineering Consultant Services

<b>TO#</b>	<b>Consultant</b>	<b>Project Title</b>	<b>City Manager</b>	<b>City Council</b>
2007-01	CH2M Hill	Traffic Engr Study - VOIDED	N/A	N/A
2007-02	CH2M Hill	Zenith Viewpointe Development	\$3,500	
2008-01	Ham-Col-Wd-Lvs	SWM NPDES Management Program	\$46,593	
2008-01	KPG	So. 216 <sup>th</sup> Street Sidewalk (11 <sup>th</sup> to MVD)		\$163,500
2008-02	KPG	Prelim Engr 2008-10 Pvmt Mgmt	\$22,500	
2008-01	Mirai	Transp Comp Plan/Misc. Transp		\$310,997
2008-02	Mirai	Fed. Appropriation Traffic Asst.	\$5,016	
2008-02	Kpff	Traffic Oper/Safety Perf PHS	\$4,460	

Consultant Services & Contracts

1. Contracts signed in the current month  
 Contract with Moffatt & Nichol for the design of the North Marina Combined Projects was approved by Council and signed in Feb.
  
2. Bids, RFP's and RFQ's issued in the current month  
 Field House Park Improvement Design and Construction Administrative Services  
 -Robert W. Droll, Landscape Architect  
  
 Underwood Park Landscape and Irrigation Design Services - Robert W. Droll,  
 Landscape Architect
  
3. Contracts, Bids, RFP's and RFQ to be issued in the following month (March).  
 Marina staff expects to retain a firm with experience developing RFP's for concessions sometime in March.