

# *City Manager's Office*

May 14, 2008

To: City Council

From: City Manager

Re: Monthly Report – April

## Legal Department Personnel News

Congratulations to law clerk Tim George who is now an attorney. Tim recently received notification that he had successfully passed the Washington State Bar exam. Tim will be mostly prosecuting in Des Moines Municipal Court, along with some civil work as assigned by the City Attorney.

## Forfeitures

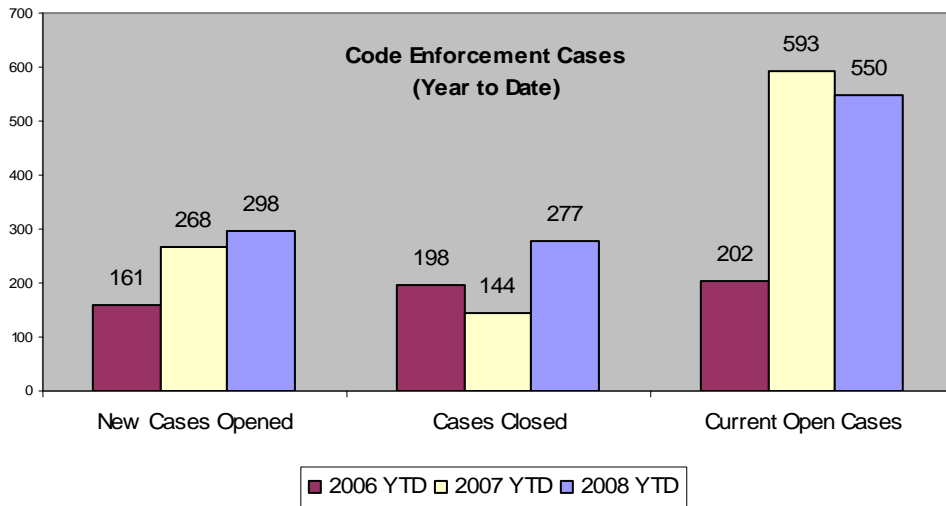
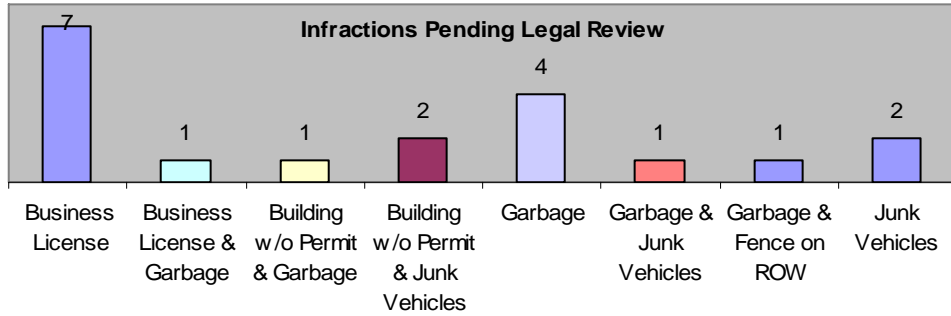
Staff finalized five drug forfeiture matters by certifying Orders of Forfeiture and/or Abandonment and forwarding the Orders to the Police and Finance Departments. The Forfeiture Orders forfeited a total of \$1,322.65 and one vehicle to the Police Department. Said funds, along with the proceeds from the sale of the vehicle, will be used by the Police Department to fight drug-related crimes in compliance with state law. One Order of Abandonment for \$11.00 was also issued. This amount will be placed in the City's general fund in compliance with the laws governing property abandoned in police cases.

## Marina Maintenance Division

In April, Marina Maintenance staff completed several projects at the Redondo boat launch facility. Staff installed the boarding floats and cleaned the launch ramp. They also painted the interiors of the restrooms and painted the concrete floors with an epoxy floor covering system, installed new lighting and doors. With major assistance from the Parks maintenance crew, staff removed all of the pine trees and prepared the area for planting new, slower growing flowering trees. The Parks maintenance crew replanted groundcover in some areas where the original groundcover was failing. They were able to re-use some groundcover plants that were removed from the median on Pacific Highway.

Code Enforcement

There were 121 new cases opened and 114 cases closed during April. For 2008, 298 cases were opened, 277 closed, and 550 are currently open. We sent 198 compliance letters in April, 162 regular mail and 36 certified. Here is a summary of the 19 cases referred to the Legal Department for processing:

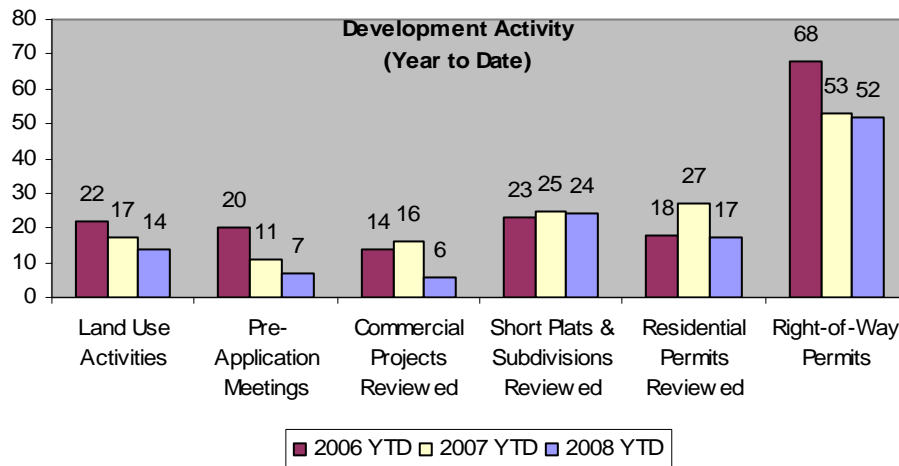
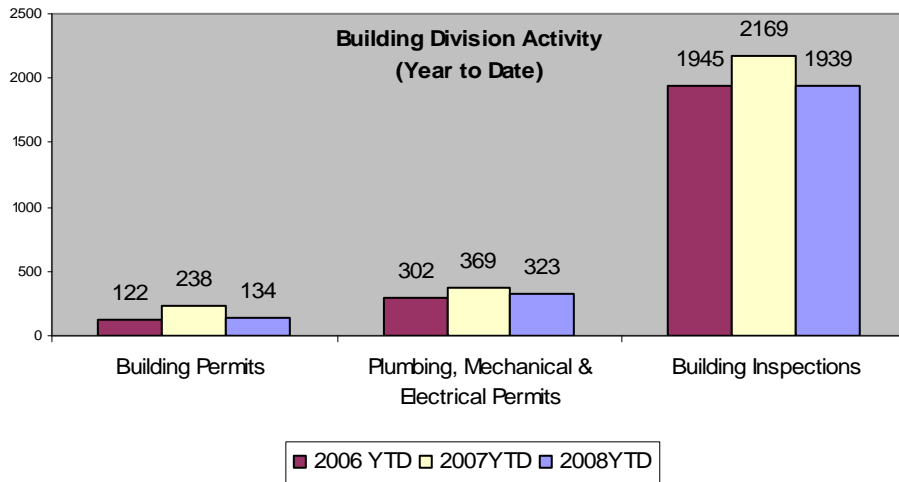


Development of Des Moines Creek Business Park (the Port of Seattle Buyout Area).

- Majestic Reality Company of City of Industry, California, has been selected to enter into exclusive land lease negotiations with the Port of Seattle. They were chosen from a field of 10 quality international, national and regional development companies.
- Ordinances approving the vacation of rights-of-way and surplus of deeded streets were amended and re-enacted on May 8th. Total acreage for these dedicated and deeded properties is 11.63 acres.
- On May 8th the City Council reviewed a proposed addendum to the 1st Development Agreement with the Port providing for the payment for the vacated rights-of-way and sale of deeded streets.

Permit Improvements and Processing.

- Development Services continues work to develop Permit Assistance Memos and improve the use of the City’s website by making information more available for the citizens of Des Moines and the general public.
- Building Division is now using questionnaires to solicit feedback on the new commercial project review process. A new electrical permit fee schedule has also been approved by the City Manager for implementation in July which is more uniform, user friendly and efficient, making electrical permitting better for both customers and staff.
- Twenty-seven (27) new building lots were created in April when the Graceview PUD was recorded with King County.
- Building permitting and inspections, and development reviews have declined from last year’s record pace as shown below:



## **CAPITAL PROJECTS**

### **Marina Capital Projects**

#### **Maintenance Dredging**

In the early stages of this project, the consultants, Anchor Environmental, did a dive survey of the areas where the dredging is needed. During the survey, the divers found a small bed of eel grass, spread out along the southern section of the breakwater. The consultants estimated that there were about 400 blades of eel grass in the bed.

Because eel grass is habitat for an endangered species, (salmon), the Washington Department of Fish and Wildlife is requiring a mitigation plan for the eel grass before they will sign off on the permit application. Staff is working with the consultant to develop a scope of work and a budget to bring back to the Municipal Facilities Committee and the full Council for review. The consultants believe that we can deal with this issue, but these types of mitigation efforts can be expensive.

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

The design team lead by Moffatt & Nichol delivered the 30% complete plans to the Marina staff on April 29<sup>th</sup>. The deliverables also included a preliminary cost estimate, which was within the amount budgeted for the projects in the Marina Master Plan and City Capital Improvement Plan. The submittal also includes a phasing plan for the construction of the projects that the staff is reviewing carefully in order to determine the impacts on the Marina revenues. At this point, this project is on time and within budget. City staff will have about three weeks to review the plans and provide the design team with comments and further direction.

#### **Water Main Relocation Project**

In April, Marina staff continued working with Water District 54 on the plans and specifications for the new water main in the Marina. Staff met with the Water District's engineers and the design team for the bulkhead replacement project to work out conflicts in placement of the utilities. After that meeting, the District's engineers were able to deliver the 30% plans for the water main relocation. At this point, this project is progressing and it is not impacting the Bulkhead Replacement project.

### **Municipal Capital Improvement Projects**

#### **Field House Exterior Renovation**

Pilgrims Progress Preservation Services will return in mid-May 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.

#### **Field House Baseball Field Renovation/Playground & Skate Park Repair/Replacement**

Landscape architect Bob Droll will provide preliminary designs for the Field House Park projects in mid-May. Staff will submit a \$420,000 grant to Washington Capital Heritage Grant Fund in May for the Baseball Grandstand Restoration Project. The Des Moines Rotary Club will provide funds for the play area and the Des Moines

Legacy Foundation will assist the City with a fund raising campaign for the grandstand.

Beach Park. The Parks Department has submitted the required materials for the Shoreline Substantial Development Permit. The application is currently under review and a decision should be issued by 5/31/08

Dining Hall Emergency Lifting. The City's SEPA Official has determined that the work qualifies as an emergency and is exempt from the requirements of SEPA and the City's Critical Area's regulations. The City has received approval from Washington Department of Fish & Wildlife (WDFW) and the Corps of Engineers. The lifting contract has been approved and work is expected to be done in May once insurance issues are resolved.

Beach Park Building Renovations. Submitted for Auditorium building permit. Currently working on permitting for Marina and Beach Park. Working on disconnecting all utilities from the Dining Hall in preparation for lifting the structure. Since the Founder's Lodge and the Dining Hall share a common gas line, we need to reroute the gas line underneath the Founder's Lodge to meet the new location of the gas meter that PSE is relocating. The gas line reroute should be complete by mid-May.

Des Moines Creek Trail. Concept design comments were given to INCA for revisions. The project is on hold until we can resolve discrepancies in additional fee requests for work not in original scope.

## **Arterial Streets**

Pavement Management Program. Initial program recommendations are expected from the design consultant in May.

South 216<sup>th</sup> Street – Phase 4 Design. Working with KPG, Inc. on the design. City Council selected preferred design alternative 2 at the April 10<sup>th</sup> Council meeting. The design should be completed by the end of May.

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<sup>th</sup> on all three landslides and was completed in mid-April. City Council increased the contract authority on April 24<sup>th</sup>.

16<sup>th</sup> Avenue South Improvement Project (South 272<sup>nd</sup> Street to South 260<sup>th</sup> Street). As of April 30, the pay schedule is approximately 95% complete. Progress for April includes paving on 16<sup>th</sup> Ave South and South 260<sup>th</sup> Street and completion of striping. Extension of the Woodmont Drive sidewalk to South. 262<sup>nd</sup> Street is expected to be complete by July 15<sup>th</sup>.

North Twin Bridge on 16th Avenue South. Settlement and sloughing were discovered under the south abutment's spread footing during inspection to design seismic retrofits for the bridge. As a result, the City Manager signed an Emergency Declaration and the bridge was closed March 27th for repairs. Temporary repairs were completed and the bridge reopened April 23rd with a 10-ton weight restriction. A permanent repair will be needed later this year.

### **Surface Water Management Capital Projects**

Lower Des Moines Creek Channel Modifications. TetraTech's Scope of Services proposal for the design phase of the work was approved by Council on April 3<sup>rd</sup> allowing the City to start the permitting process for the channel modifications, substantial dredge work from the wooden timber bridge at the park cul-de-sac to the Sound, permits for the permanent foundation work of the Dining Hall, and construction of a flood control berm adjacent to the creek along the bank next to the Auditorium in time for work to occur during the summer of 2009.

### **Building Division**

- Midway Elementary School. The roof is nearing completion and interior work on all disciplines is moving on all fronts. Rough electrical, rough mechanical and rough plumbing and the sprinkler system are more than three-quarters complete. The School District would like this project to be turned over to them by mid-August. It is too early to know if this is a realistic date.
- Mount Rainier High School. Work continues toward final completion. The City has received a second request for a temporary Certificate of Occupancy and a list of what work is still to be done along with a time line for completion. The Temporary Certificate of Occupancy has been granted and we continue to look forward to completing this project.
- Judson Park Addition. Siding is nearing completion and the interior paint and finishes are well underway. Judson Park would like to open by the end of May. Some of the individual rooms are now being called for "all finals". The Building Division and Fire Department are waiting for required revisions to the existing building and a "plan of action" that may allow for the new west wings to open while the existing building is upgrading its fire alarm system.
- Highline Community College Marine Science and Technology (MaST) Center. The project at the pier in Redondo is nearing completion. The floor system and finish work is moving along well and frontage improvements are just starting. MaST would like to open around the end of May with a public dedication in mid-June. A parking agreement with the City will be brought to the City Council for review on June 5.
- Zenith Viewpointe. The project's west wood framed duplex portion has a "Stop Work" posted as of April 1st. The building is not being built according to approved plans. Revisions have not yet been submitted for both the west duplex and the east commercial structure.

## Development Services

### Subdivisions pending review and approval:

- Cedar Heights 27 Lot PUD, 1205 South 232<sup>nd</sup> Street. The project was ready to be presented to the Planning Agency on 5/5/08 and is scheduled for the City Council on 5/22/08.
- South Shore 30 Lot Modified Subdivision, 2038 South 222<sup>nd</sup> Street. The buyer that the applicant was working with during preliminary plat approval has backed out of the purchase and sale agreement. The applicant is currently looking for a new buyer. Engineering for the project is on hold until the applicant can locate a new buyer.
- Highline View Estates 21 Lot Modified Subdivision, 21<sup>st</sup> Avenue South and South 240<sup>th</sup> Street. The public comment and appeal periods concluded on 3/25/08 and on 4/04/08, respectively, without any public comments or an appeal. The project was presented to the Planning Agency meeting on 4/7/08. The Planning Agency recommended that the City Council approval the proposed project. The City Council Hearing was originally scheduled for 4/24/08; however, the applicant failed to comply with the City's public hearing noticing requirements. The public hearing has been now been scheduled for 6/12/08.
- Landmarque 66 lot Townhouse Subdivision, 260<sup>th</sup> and Pacific Highway South. The applicant submitted revised civil plans on 3/26/08 to address staff identified issues.
- Blueberry Lane 66 unit PUD, 199xx Des Moines Memorial Drive. Staff is waiting on the submittal of the revised civil plans to address the City's 2/29/08 comment letter. The applicant's engineer has indicated that the revised plans should be submitted soon.
- Pacific Heights (formerly Grandville Southern) 77 lot PUD, 15xx South 279<sup>th</sup> Place. Staff has been working with developer to reconfigure one of the roads to add a cul-de-sac turn around if possible. The civil plans will be submitted once a solution is reached regarding the turn around on South 282<sup>nd</sup> Street. Staff is also working on the proposed rezone ordinance to the Council for 6/12/08.
- Crestwood Park 67 lot PUD, 27425 16<sup>th</sup> Avenue South. The applicant has informed staff that the engineering plans will now be submitted by the middle of May instead of the end of April.

### Short Plats pending review and approval:

- Massey Creek Estates 7 Lot Modified Short Plat, 23406 14<sup>th</sup> Avenue South. City staff met with the applicant and engineer 10/24/07 to discuss design options. Resubmittal received 2/8/08. Review comments sent to applicant on 3/4/08. The applicant continues to work with the adjoining property owner to the south to coordinate improvements that may potentially serve the future development of both lots.
- Nichols 3 Lot Short Plat, 23246 Marine View Drive South. Civil plans were approved 2/29/08.

- Nhut 4 lot Short Plat, 2004 South 253<sup>rd</sup> Street. Civil plan review comments were sent to the applicant on 1/16/08.
- Cooper Creek 7 Lot Short Plat, 1300 South 218<sup>th</sup> Street. Application received 8/1/07. Review comments were sent to the applicant on 9/7/07.
- Shoopman 5 Lot Short Plat 222<sup>nd</sup> Street Town homes, 2414 South 222<sup>nd</sup> Street. Application received on 10/25/07. A review letter for associated lot line adjustment sent to applicant on 12/6/07. Staff met with applicant to discuss townhome requirements and ramifications on short plat. Staff provided comments on two different design options presented by applicant. Letter sent to applicant 2/28/08.
- 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. Review comments were sent to the applicant 4/10/08.
- 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. Right-of-way width issues remain unresolved. Staff has agreed to the amount of survey work necessary to move forward with the street vacation request. A meeting with the petitioner established that additional survey work was needed and that a targeted hearing date for the street vacation was set for 6/26/08.
- Foster 4 Lot Short Plat, 24411 Marine View Drive South. Short plat application was received on 3/25/08 and has been routed for review. Comments are due back to Development Services on 5/2/08.
- Belenky 4 Lot Short Plat, 23211 10<sup>th</sup> Avenue South. Application received on 3/26/08. Review comments were due to Planning 4/22/08.
- Hutfless 2 Lot Short Plat, 23016 16<sup>th</sup> Avenue South. Application received on 4/8/08. Review comments due to Planning 5/6/08.

Subdivisions and Related Activity under Construction:

- Dovey View's 4 lot Short Plat, 1655 South 225<sup>th</sup> Street. The applicant was unable to obtain additional right-of way in order to construct the required transition without the construction of additional retaining walls. Subsequently, the applicant proposed to simply close the street which was denied by the City's Transportation Engineer. The City is now waiting on the applicant to submit the revised plans to connect the new and existing infrastructure improvements which will include the design of the required retaining walls.
- ADKP 4 lot Short Plat, 22752 10<sup>th</sup> Avenue South. The applicant submitted the final plat documents which have been reviewed by City staff. Comments were provided to the applicant on 4/29/08. All infrastructure improvements have been accepted; comments on the final plat focused on the need for additional information on the document regarding easements, dedication, ownership of tracts, and setbacks.

## Commercial Scale Projects Under Land Use Review

- Midway Substation Expansion 2857 South 221<sup>st</sup> Street. Puget Sound Energy (PSE) currently owns and operates a transmission switch yard, known as the Midway Substation located at the above address. In order to meet electrical loads and provide increased electrical system reliability, PSE has determined that it is necessary to reconfigure and expand the existing facility. The expansion will include the relocation of the existing fence and additional grading of the property to accommodate the new equipment. A grading permit and a SEPA application were submitted on 3/28/08. Review comments were issued to the applicant on 4/24/08. Additional information is required before the initial review of the project can be completed by the City.
- Waterview Crossing (Formerly SSI Pacific Place) 11 Acre Mixed Use Development, 21920 Pacific Highway. The developer has selected the layout for the master plan. The developer met with City staff on 5/5/08 to discuss the selected master plan layout and will subsequently roll out the associated marketing materials.  
  
Staff met with the architect for the moderate income senior housing facility on 5/22/08 to discuss the proposed changes to make the project consistent with the zoning code and the Pacific Ridge Design Guidelines.
- Saratoga View Villas 34 Condominiums, 16xx South 216<sup>th</sup> Street. The City's last comment letter was issued on 11/02/07. Staff has been informed that the applicant will not be submitting a 31 lot Townhouse Planned Unit Development Subdivision and will not be withdrawing the multi-family application. Staff is waiting on the submittal of the revised plans to address the City 11/02/07 comment letter.
- Kingdom Hall, new 8,750 sq ft church, 21645 24<sup>th</sup> Ave South. The revised plan comments were provided to the applicant on 12/20/07. A hearing with the Hearing Examiner will be held regarding a decision on whether or not the proposed caretakers/parsonage is a permitted use in the Business Park Zone.
- Landmark on the Sound, Master Plan Expansion, 23660 Marine View Drive South. The City's 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 waiting on the submittal of a new application. A meeting with Landmark and their development team is scheduled for 5/22/08.

## Commercial Scale Projects with Land Use Approvals Granted:

- Parkside Elementary, 68,000 square foot new school (2 stories), 2104 South 247<sup>th</sup> Street. Staff comments on the building permit application submitted on 3/14/08 are due back to the Building Division on 5/20/08.
- Rahul Place 23040, 3 story 25,137 square foot office building, Pacific Highway South. The building permit has been conditionally approved. The Building Division is currently working with Development Services to get all the plan sheets consolidated and coordinated in order to create a site and file copy containing all staff comments and notes prior to issuance of the permit. Staff is working on fulfilling the

terms of a reciprocal access easement via assigning the City as attorney in fact to grant a future easement under specific terms.

- Patel Medical Arts Building, 3 story 17,400 square foot medical office building, 22613 Pacific Highway South. Staff has approved the building permit application. Applicant has paid permit fees, posted the bond, and picked up their permit.
- Bay Villa Apartments, 15 unit townhouse development, 16<sup>th</sup> Avenue South and Kent/Des Moines Road. Comments were last provided to the applicant on 1/9/08. Staff spoke with the architect for the project, who indicated that most of the revisions have been made and the revised plans should be submitted by the end of May.
- 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. Building plans resubmitted on 5/2/08.

#### Shorelines/ESA'S:

- Redondo Waste Water Treatment Plant Outfall Repair and Replacement. The City is waiting on the applicant to post the required bond amount. Bidding for the project was in November 2007 and construction will commence in August 2008.
- Saltwater State Park Artificial Reef Replacement. Washington State Parks proposes to replace an artificial tire reef near Saltwater State Park. The proposed underwater reef would consist of three main groups of rock structures, 40 and 80 foot long pre-cast octagonal piles, and 8-foot to 10-foot tall simulated bull kelp made of a concrete anchor block, polypropylene line, a HDPE float, and construction grade, UV resistant plastic. Since the project is a State Park's project, Washington State Parks was responsible for the SEPA decision and issued an addendum to the original DNS on 3/5/08. The City has jurisdiction for the Shoreline Permit, which was submitted on 3/18/05. The public comment period for the Shoreline Permit commenced on 4/28/08 and will conclude on 5/28/08.

#### Miscellaneous Planning, Building and Public Works Issues:

- Richter/Freeman. Stop work posted for bluff alteration on 8/25/06. Notice of Violation was returned unclaimed on 9/25/06. Notice of Violation and Notice of Infraction were served on the property owner on 10/25/06. The City and property owner are coordinating restoration and a proposed trail permit application processes. LUA07-027/ESA07-0006/ENV07-006/G2007-0014 applications were submitted on 6/29/07. Notice of Complete SEPA submittal was sent 7/19/07. Planning review comments were sent to the applicant on 9/21/07. Interim erosion control measures implemented 10/30/07. On 11/5/07 staff received a notice and arborist report from property owner that 80' tall Douglas fir immediately adjacent to the trail work was posing an immediate hazard to adjacent structures. Staff visited the site and the tree was removed 11/6/07. A resubmittal was received 1/22/08. A 3/12/08 letter from a soils engineer indicates that a portion of the slope may be prone to failure. On 3/26/08 an e-mail from the owner's engineer requested City assistance in expediting a permit for an engineered retaining system for the slope. On 4/24/08 the Director issued a denial letter for the trail improvements with a condition that the bluff slopes

and vegetation be restored to the pre-existing conditions to the greatest extent possible. Applicant has appealed the Director's decision.

- Windward Condominiums. G2007-0019 submitted 8/17/07. Vegetation management plan submitted for west slopes. 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. The first phase of clearing of invasive brush and brambles was completed on the upper most reaches of the slope. Staff is in the process of inspecting and determining what additional work, if any, will be allowed and in what order.
- Redondo Heights Condominiums. G2008-0002 submitted 2/29/08. Stop Work notice posted 11/19/07. Re-vegetation plan for trees removed in an environmentally critical area. Planning approval granted on 4/7/08.
- Duong Street Vacation Rectification. Originally a code enforcement case for prematurely grading and clearing a property prior to obtaining a permit to build a single family house, this situation has spiraled into a series of problematic issues surrounding the improper use and placement of existing streets near the intersection of South 207<sup>th</sup> Street and 11<sup>th</sup> Avenue South. The County vacated streets in the area, but the existing improvements are not located in tracts or easements that allow for use as a private street. Complicating the matter is that public drainage and a portion of the street substantially extends into the Duong property causing it to be unusable. City staff is organizing a chronology of how things came to be the way they now are and will be sharing this with Council committee for direction to resolve.

#### Parks & Public Works Operations and Maintenance

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

- On medical leave most of March and April - basic work has been covered by other personnel, directed by Parks Lead in conversation with Facilities worker via cell

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

- Install drip irrigation @ Marina office
- Removed pines at Redondo parking lot and transplanted 8 of them @ Wooten Park
- Prep area around Beach Park Dining Hall for lifting the building and removed septic tank
- Install benches @ Activity Center
- Install bench @ 11<sup>th</sup> Avenue in front of Water District.
- CDL Training
- Earth Day support - plantings
- Set up mural for showing @ Activity Center - will eventually be placed @ Marina
- Start wall/office project @ PW/Engineering building.

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

- Supported the closing and re-opening the North Twin Bridge on 16<sup>th</sup> Ave (barricades/signs)
- Removed tree and overhanging limbs @ Twin Bridges on 16<sup>th</sup> Ave. S.

- Grade and gravel S. 247<sup>th</sup> St., MVD to 9<sup>th</sup> Ave; also filled pot holes, shoulder work and vegetation control @ several locations around the City
- Removed worn crosswalk markings and installed new durable markings @ 222<sup>nd</sup>/24<sup>th</sup>
- Installed new Bike Lane signs on S. 260<sup>th</sup> from 16<sup>th</sup> Ave to Pac Hwy re 16<sup>th</sup> Ave Project
- Extensive work on Pac Hwy median related to sight distance. Removed ground cover, trees and landscape boulders in area of S. 226<sup>th</sup>.
- Repaired damage to guard rail @ S. 272<sup>nd</sup>/12<sup>th</sup>.
- Sign maintenance and sign upgrade ongoing - secured “Watch for Ice” signs for the season.

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

- Started working on drainage project @ 15<sup>th</sup>/223<sup>rd</sup> involving installation of new 12” drain pipe and catch basins to divert alley runoff to S.223<sup>rd</sup> drain system.
- Open ditch maintenance was done on 18<sup>th</sup>, 241<sup>st</sup>/243<sup>rd</sup> (re standing water)
- Installed a new asphalt spillway @ 1<sup>st</sup> Pl/S.208th

### **Ancillary Duties**

- Removed graffiti from almost all of the City street signs on Redondo Beach Dr.; also on Marine View Drive Bridge underside.
- Assist Parks Dept clean and sweep @ Underwood Park parking lot; removed several stumps @ Wooton Park; removed abandoned septic tank @ DMCBP; cleaned boat launch ramp @ Redondo
- Food Bank assistance
- Installed “Neighborhood Block Watch” sign for PD @ 14<sup>th</sup> Pl.S./S.260<sup>th</sup>
- Assist Code Enforcement - board up all windows and doors on tri-plex @ 21603 29<sup>th</sup> S.

### **Equipment Services**

The City shop is up to date on services. We are still in the process of outfitting police cars and ordering the new equipment for the new vehicles. The new right of way inspector truck was put into service. We are waiting for a light bar and computer to complete the equipment for that new truck. We moved E-20 to M-11 because it has more equipment and is three years newer; the old truck will be surplused and sold at auction. Forty one (41) maintenance events took place this month in our shop.

### Des Moines Creek Basin (DMCB) Projects

The Committee is still working with the Port for using its Port Management Agreement with the Department of Natural Resources (DNR) in lieu of acquiring a separate lease from DNR for the Bypass Outfall. The issue for the Port’s Agreement is liability insurance. While some of the parties, such as Des Moines, are self-insured; others have insurance policies through insurance companies. The parties may need to demonstrate insurance coverage on an individual basis rather than a group policy for all of the parties. Des Moines has demonstrated its insurance coverage already.

### NPDES Permit

The City's new NPDES Coordinator was hired. The Environment Committee was provided a copy of the NPDES Surface Water Management Plan that was submitted to Ecology. As required by the NPDES permit, the Plan will be placed on the City's website and allow for public comment. Ecology has approved the annual report.

### Barnes Creek Detention Facility

The wetland has been delineated and a wetland assessment report has been prepared. A meeting with the Corps of Engineers is scheduled in May to discuss the report and to determine the mitigation requirements. The drainage model is also being updated to include any changes since 1999 (such as the added detention facilities for Pacific Highway).

### Street Standards

Discussion and review of the major policy issues began in April with the PS&T Committee.

### Comprehensive Transportation Plan

Staff has been working with Mirai on the Comprehensive Transportation Plan update by identifying key stakeholders and gathering data. Mirai met with the PS&T Committee in March to present their plans to update and request priority vision and input from PS&T. In addition they met with Highline Community College, Police and Fire Departments and Councilmember Thomasson and have made contact with some businesses and retirement homes for input. A public meeting will be held in June.

### Street Vacations

Staff is currently working on four street vacation petitions.

- Redondo, 28515 6<sup>th</sup> Pl. S. Input has been requested from the affected adjacent property owners in the Redondo vacation area as to what a fair division of the vacated right-of-way should be. The Redondo applicants have hired a surveyor to prepare maps. There has been no recent activity on this petition.
- Highline View Estates, 24101 2<sup>nd</sup> Pl. S. Letters have been sent to utilities and City departments regarding a street vacation request necessary for the development of Highline View Estates, located just south of South 240<sup>th</sup> Street. Responses have been received from all utilities and City departments. Staff is currently working on processing this vacation request in conjunction with the subdivision.
- North Hill, 20020 6<sup>th</sup> Ave. S. All utilities involved have finally responded. Staff is currently reviewing the comments.
- Cooper Development, 24101 24<sup>th</sup> Ave. S. Responses have been received from all utilities and City Departments. During the review of these responses, a discrepancy was discovered as to the exact location of the 24<sup>th</sup> Avenue South right-of-way. Staff has informed the applicant of this discrepancy, and has requested a professional survey to be performed for staff review prior to further processing of this petition.

### Civil Engineer Staffing

The Engineering/Transportation Department is fully staffed for the first time in the last 15 months. The CE2 position was finally filled by Brandon Carver, P.E., P.T.O.E, from

City of Bellevue, who actually lives in Des Moines. The workload in the Transportation Division is at an all time high. The addition of a temporary Engineering Technician 2 will begin in late May following his graduation from college with a civil engineering degree. He had been serving in a summer intern and temporary during college break interims the last year.

Multi-Year Civil Engineering Services:

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	\$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		\$319,997
2008-02	Mirai	Fed. Appropriation Traffic Asst.	\$5,016	
2008-02	kpff	Traffic Oper/Safety Perf PHS (+Supp.)	\$15,217	
2008-03/1	kpff *	N.Twin Seismic Retro/Guardrail/S.walk	\$48,645	
2008-03/2	kpff *	N.Twin Seismic Retro/Guardrail/S.walk		\$42,048
2008-04/1	kpff *	Saltwater Bridge Seismic Retro	\$49,674	
2008-04/2	kpff *	Saltwater Bridge Seismic Retro		\$87,943
2008-06	kpff	Signal - Woodmont Dr./S260th/16th	\$4,905	
2008-01	Amec	Dining hall Rehab	\$13,200	

Recreation Program Update

<b>April Revenue</b>	<b>Year-to-Date</b>	<b>2007 YTD</b>
\$ 66,900.85	\$263,055.40	\$227,151.80

Before and After School Program

During the month of April we had a total of 191 registered Before and After School participants at Des Moines, Marvista, Midway, North Hill and Parkside Elementary Schools in the Highline School District and Woodmont Elementary School in the Federal Way School District. We had another 294 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. We are starting to see significant growth in the numbers of regular participants at most

schools as our 2008 regular participant numbers are up by 57 children from 2007 numbers during the same month.

### Spring Break Camp

Spring Break Camp for both Highline and Federal Way School Districts took place Between March 31<sup>st</sup> and April 11<sup>th</sup>. We had a total of 87 kids participate over the 10 days in our Spring Break Camps. Children enjoyed swimming at Mt. Rainier Pool and bowling at HiLine Lanes among other daily activities. Camp was offered from 6:30am to 6pm at the Des Moines Field House during the Spring Break week.

### Spring Teen Dance

We hosted a Spring Teen Dance in conjunction with the Des Moines Youth Council on April 18, 2008, at the Field House for 179 paid teenage participants. Teens enjoyed music, photo opportunities, refreshments and socialization in a fun and safe environment. Dances are for teenage students from local schools only and are staffed by Recreation staff.

### Fields

We are very pleased to welcome back the Puget Sound Senior Softball Association League to Steven J. Underwood Memorial Park beginning May 5th! This 55 and over Men's Softball League will be bringing 32 teams and approximately 200 games to Des Moines between May and July! Games are played on Monday, Wednesday and Friday mornings at Steven J. Underwood Memorial Park and the Des Moines Field House.

Steven J. Underwood Memorial Park hosted a NSA Baseball Tournament during April and has seen heavy usage from groups such as South Highline National Little League, Evergreen Lutheran High School Girls Fastpitch, Clean and Sober Softball League, Des Moines Parks and Recreation Adult Softball Leagues and many other random group practices.

### Activity Afternoons at Pacific Middle School

Activity Afternoons at Pacific Middle School continued in 2008 with three successful program dates during the month of April. 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 in conjunction with the Highline School District and Destination Des Moines. There are now 225 teens registered for the program and April attendance was 64, 64, and 55 participants respectively. Kids enjoy snacks, arts and crafts, gym activities and have access to the computer lab as well

Senior Center Division Update

	<b>2007</b>	<b>2008</b>
Number of Meals Served	872	1,335
Fee Program Participants	472	413
Drop In Participants	1,285	1,730
Volunteer Hours	1,743	1,242.25
Revenue for March	\$7,805	\$7,444

Low Income Dental Van

Grace Lutheran Church, in partnership with Medical Teams International and the Des Moines Legacy Foundation, held the first FREE dental van service for seniors 55 and older on Friday, April 18<sup>th</sup>, 2008. All ten appointment times were filled. A second clinic is scheduled for May 10th. Medical Teams International provides the dental van and staff (dentist and dental hygienist), Grace Lutheran Church provides the site for the dental van as well as the volunteers to handle the administrative procedures, and Des Moines Legacy Foundation is providing the financial support for three visits in 2008. Basic dental care will be offered to patients 55 and older who have no dental insurance or are low income. For more information and to pick up a dental application, please contact Des Moines Activity Center, 206-878-1642. Applications must be submitted prior to appointments for screening. Proof of income will be required.

Ham Radio Group

Activity Center Staff was approached to host a ham radio group of local seniors that has been meeting at a restaurant in Burien. The group meets at the Center on Mondays and Wednesdays from 9-10am. Average attendance has been around seven individuals, and several new participants have joined the group since they started meeting at the Activity Center.

Business Licenses

New commercial business licenses issued in April 2008:

<b>Name</b>	<b>Location</b>	<b>Type</b>
CJ Marine	22613 7 <sup>th</sup> Avenue South	Ship Building & Repair

Voicemail System

The voicemail system was upgraded on April 9. An automated phone menu system on the main city hall number 206-878-4595 was installed providing message prompts for external callers to access services and departments directly avoiding delays due to manual transfer process.

### Police Personnel Issues

Entry Level Police Officer Julie Fuller began the Washington State Criminal Justice Training Commission Basic Law Enforcement Academy on 4/07/08 as scheduled. Several weeks into the academy, she incurred an injury that forced her to withdraw from this BLEA session. She is back with the department on light duty and will join another BLEA session when she is physically able.

### Community Service Unit Update

- Crosswalk/Pedestrian Emphasis - Conducted a Crosswalk/Pedestrian Emphasis on Marine View Drive on Wednesday, 4/9/08 from 07:30 am to 09:30 am. The emphasis started in the 22200 Block of MVD and ended in the 22600 Block of MVD. With the assistance of patrol and the traffic unit, 17 citations for failing to yield to a pedestrian were issued.
- Senior Safety Program -Organized and Scheduled a Senior Safety Program. This will be a once a month seminar held on the 1<sup>st</sup> Wednesday of each month starting in May. Each month will focus on a safety tip for seniors.

### **Statistical Comparison on Reported Crimes**

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

<b>Offense Type</b>	<b>April 2007</b>	<b>April 2008</b>	<b>% Difference</b>	<b>January – April 2007</b>	<b>January – April 2008</b>	<b>% Difference</b>
Homicide	1	1	0%	1	1	+%
Rape	4	0	-100%	11	1	-91%
Robbery	3	7	+133%	15	21	+40%
Assaults	23	16	-30%	77	68	-12%
Burglary	11	28	+155%	66	74	+12%
Larceny	47	51	+9%	165	188	+14%
Arson	0	0	0%	1	2	+100%
Motor Vehicle Theft	34	7	-79%	102	57	-44%
Officers Assaulted	0	0	0%	0	1	NC
Clearances Adult Arrest	30	22	-27%	105	88	-16%
Clearances Juvenile Arrest	2	8	+300%	14	22	+57%
Calls for Service	1,785	1,763	-1%	6,781	6,723	-1%

Contracts signed in April

- Small Works and Consultant Roster - MRSC
- Change Order for Woodmont Drive Sidewalk Extension (16<sup>th</sup> Ave. Project) - Scarsella Brothers
- Task Order Assignment for Design and Geotech work for Temporary Repairs for N. Twin Bridge
- Robbins & Company – Dining Hall Building Lift and Stabilization Project, Paragon Research Associates – Cultural Resource Monitoring and Survey Project

Bids, RFP's and RFQ's issued in April

None

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

- RFQ soliciting responses from firms qualified to help the Marina establish a process for attracting commercial development.
- Bids for installing more security cameras in the Marina
- Bids for putting fire stand pipes on I and J Docks.
- Extend contract with Department of Corrections through June 30, 2009.
- Task Order Assignment for emergency repairs to the North Twin Bridge footing
- Task Order Assignment for design of permanent repairs to the North Twin Bridge footing
- Task Order Assignment for survey work on 7<sup>th</sup> Avenue South in the Zenith Neighborhood.
- Task Order Assignment for Pavement Design and PS&E for remaining portion of Des Moines Memorial Drive (Advertisement for construction bids in June).
- Pacific Highway South Median Landscaping
- Des Moines Creek Trail Design Supplement