

# *City Manager's Office*

June 17, 2008

To: City Council

From: City Manager

Re: Monthly Report – May 2008

## Business Attraction Plan

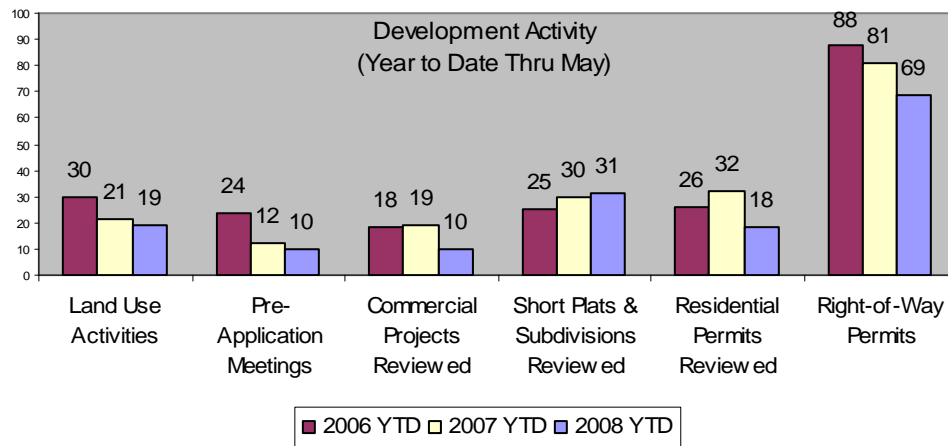
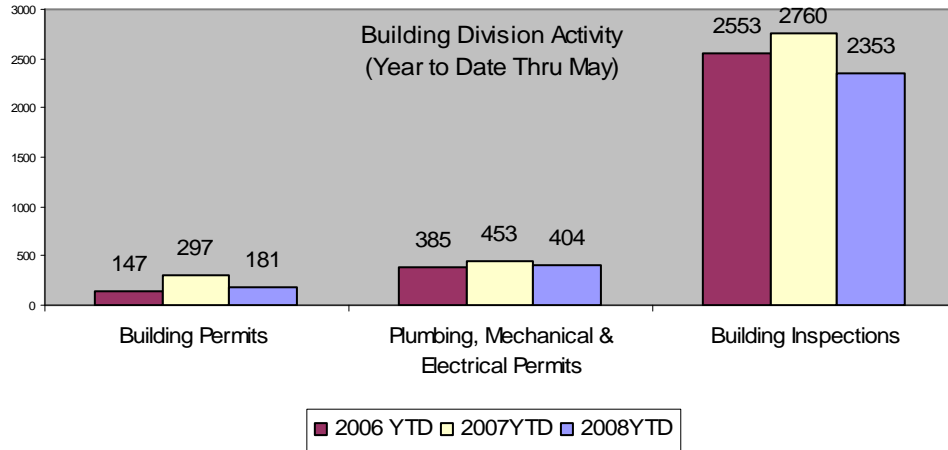
Work continues on the Seattle Southside Strategic Business Attraction Program (BAP) with SeaTac, Burien, Tukwila, King County, Port of Seattle, Highline Community College, the Southwest King Council Chamber of Commerce and enterpriseSeattle. The BAP work program includes web outreach, additional advertising, planning for future events and other business attraction efforts. An additional \$36,000 has been committed from the US Economic Development Agency to support the BAP in 2008 and \$80,000 to \$100,000 may be available in 2009. Work continues with the Seattle Times on another Advertorial and an Op-Ed piece tying together all the exciting developments currently occurring in Southwest King County. But all this activity is in serious jeopardy with the impending loss in October of the two King County-funded staff members who do the bulk of coordination, implementation and fund raising for SKCEDI.

## Permit Improvements and Processing.

- Development Services continues developing Permit Assistance Memos and making information more available for the citizens of Des Moines and the general public on the City's website.
- The Department is now using on-line questionnaires to solicit feedback on the new commercial project review process. The questionnaire is distributed by the Building Division to owners, architects, engineers, contractors and others on behalf of Building, Development Services, Transportation and Storm Water project reviewers. The questionnaire requests an overall rating of service received, response to other more specific aspects of our service, and asks for specific feedback and suggestions.
- A new electrical permit fee schedule, which is more uniform, user friendly and efficient, making electrical permitting better for both customers and staff, has been approved by the City Manager for implementation in July.
- Twenty-seven new building lots were created in April when the Graceview PUD was recorded with King County. Individual building permit applications for all 27 lots are expected to be submitted in early June and home construction to begin as soon as permits can be issued.
- Commercial building permits were issued for Rahul Place at 23040 Pacific Highway South, a new 3 story 25,137 square foot office building, and Patel Medical Arts

Building, a new 3 story 17,400 square foot medical office building, at 22613 Pacific Highway South.

- Building permitting and inspections, and development reviews have declined from last year's record pace as shown below:



### **Marina Capital Projects**

- **Maintenance Dredging**

Last month's report discussed the permitting issue that was developing around a small bed of eelgrass that was found near the south breakwater during the biological surveys done around the first of the year. During May, staff continued to work with the consultants to develop some cost effective ways to mitigate the eelgrass. (An early estimate for doing a survey, inventory and a mitigation plan was \$72,000.) As the effort progressed, it became clear that cost effective solutions were not available and staff began trying to work around the eelgrass. By the end of the month, staff was preparing to discuss the project with the Municipal Facilities Committee. That presentation included a recommendation to go ahead with a survey and inventory that would quantify the extent of the eelgrass bed.

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

In May staff continued to review the 30% plans for the North Marina Projects. Internal review included Surface Water Management, Planning and the Electrical

Inspector. All comments were collected and relayed to the design team at a meeting on May 21st. This project has also encountered some problems with permitting. Because the City is planning on replacing the travel lift pier with a pier that will allow the boat yard to lift larger boats out of the water, the Washington Department of Fish & Wildlife (WDFW) is asserting that the boat yard will generate more pollution from their operations. WDFW has told our consultants that they want the permit application to include a plan to capture and treat wash-down water and storm water generated by the boat yard.

Coincidentally, the operators of the boat yard, along with an organization that represents most of the boat yard operators in the state, are working with the Washington State Department of Ecology (DOE) to develop new pollution standards and the technologies to meet those standards. Staff is confident that information about the new technologies can be gathered and included in the permit application, but if WDFW insists on a time-line for the installation of the new systems, that may be difficult for the City or the operators of the boat yard to agree to, considering that the DOE is probably a year away from developing their implementation schedule, and the City needs to file the necessary permit applications by the middle of June to stay on schedule.

### **Municipal Capital Improvements**

- **Beach Park**. The Parks Department has submitted the required materials for the Shoreline Substantial Development Permit. Public comment on the application ended May 28<sup>th</sup>.
- **Dining Hall Emergency Lifting**. The Department determined that the work qualifies as an emergency and is exempt from the requirements of SEPA and the City's Critical Areas regulations. The City has received approval from Washington Department of Fish & Wildlife (WDFW) and the Corps of Engineers. Robbins and Company, local experts in structural moving and rigging, completed the emergency lift of the dining hall. Construction of the new foundation was originally planned to be completed in 2009 but the project has been fast tracked due to building/public safety and cost concerns. Staff is working to complete design work and secure environmental permits so that construction can begin in early August and be completed by the end of September.
- **Beach Park Building Renovations**. Submitted for auditorium building permit. All utilities were disconnected from the dining hall in preparation for lifting the structure. Since the Founder's Lodge and the dining hall share a common gas line, the gas line was rerouted underneath the Founder's Lodge to meet the new location of the gas meter that PSE is relocating.
- **Des Moines Creek Trail**. Design comments given to INCA for revisions. Project resumed after additional fee issues were resolved.
- **Field House Exterior Renovation**  
Pilgrims Progress Preservation Services will return in June 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 June. Staff submitted a \$420,000 grant application 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.

### **Arterial Streets**

- **Pavement Management Program.** Good weather has finally permitted the paving of Des Moines Memorial Drive between 208<sup>th</sup> and 212<sup>th</sup>. Initial 2009 program recommendations are expected from the design consultant in June. The remaining section of DMMD is currently being designed and will be advertised for construction in June.
- **South 216<sup>th</sup> Street – Phase 4 Design.** The design was completed and the CDGB construction grant application turned in May 30, 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).** Construction work started February 11<sup>th</sup> on all three landslides and was substantially completed in mid-April. Some remedial work remains at the bridge site.
- **16<sup>th</sup> Avenue South Improvement Project (South 272<sup>nd</sup> Street to South 260<sup>th</sup> Street).** As of May 30<sup>th</sup>, the pay schedule is approximately 95% complete. Work to extend the Woodmont Drive sidewalk to South. 262<sup>nd</sup> Street is expected to be complete by June 20<sup>th</sup>. A ribbon cutting ceremony is planned for June 23, 2008, at 1:30 PM in front of Woodmont Elementary School.

### **Surface Water Management**

- **Lower Des Moines Creek Channel Modifications.** TetraTech has started 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 so that work can be done during the summer 2009 fish window.

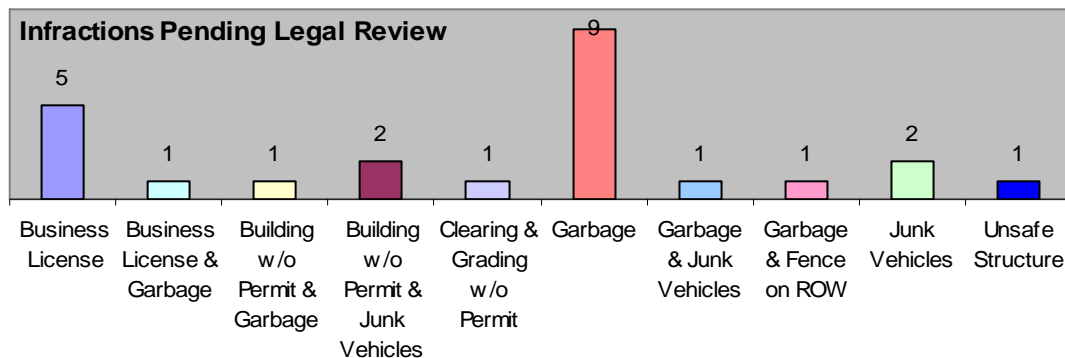
### **Building Division**

- **Midway Elementary School**  
The School District is working feverishly toward completion of this project and would like this project to be turned over to them by mid-August. It is still too early to know if this is a realistic date but we are helping however we can.
- **Mount Rainier High School**  
Work continues toward the final Certificate of Occupancy (C of O). The City received a third request for a temporary C of O and a list of what work is still to be done along with a timeline for completion. The temporary C of O has been granted. It appears that a final C of O this may be sometime in July.
- **Judson Park Addition**  
Siding is nearing completion and there is discussion regarding partial occupancy of the south wing. There are multiple items and disciplines involved and the Building Division, along with South King Fire and Rescue is working closely with the contractor on this project.

- Highline Community College Marine Science and Technology (MaST) Center  
The project at the pier in Redondo is nearing completion. The latest development is in regard to the contractor removing the required fire standpipe system without approvals. The Building Department, along with South King Fire and Rescue, is working closely with the contractor and Highline Community College on this project.
- Zenith Viewpointe  
The project's west wood framed duplex portion has had the "Stop Work" lifted for some time now but has not had all Building and Planning revisions approved. Building and Planning are awaiting revised plans for approval.

### Code Enforcement

There were 72 new cases opened and 92 cases closed during May. For 2008, 370 cases were opened, 369 closed, and 529 are currently open. We sent 121 compliance letters in May, 91 regular mail and 30 certified. Here is a summary of the 24 cases referred to the Legal Department for processing:



### Subdivisions pending review and approval:

- Cedar Heights 27 Lot PUD, 1205 South 232<sup>nd</sup> Street. The project was presented to the Planning Agency at its meeting on 5/5/08. The Planning Agency recommended that the City Council approve the proposed PUD. The City Council hearing was held on 5/22/08; however, prior to City Council approval one of the applicants indicated that he had changed his mind regarding his participation within the proposed PUD. Subsequently, the City Council continued the hearing to 6/26/08 so that the applicants and staff could figure out how to proceed. Once the matter is resolved, the project will be brought back to the City Council for the conclusion of the public hearing.
- 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. Civil 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 project was presented to the Planning Agency on 4/7/08. The Planning Agency recommended that the City Council approve 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 was opened on 6/12/08.

- Landmarque 66 Lot Townhouse Subdivision, 260<sup>th</sup> and Pacific Highway South. The applicant submitted revised plans on 3/26/08 to address the identified problems. Staff comments were provided to the applicant 5/7/08. The majority of the problems have been addressed; however, there were still some outstanding issues that must be resolved prior to approval of the civil plans. The applicant submitted revised plans on 5/21/08 to address the City's remaining comments.
- Blueberry Lane 66 unit PUD, 199xx Des Moines Memorial Drive. The revised civil plans were submitted on 5/15/08. The applicant may approach the City Council about phasing the plat or recording the plat prior to the installation of the entire road and landscaping improvements. The applicant has indicated that he wants to build out the first twenty lots, assess the strength of home sales, and then complete remaining plat improvements in order to reduce risks and costs, given the current housing market. The applicant is proposing to post a bond for the remaining improvements.
- Pacific Heights (formerly Grandville Southern) 77 lot PUD, 15xx South 279<sup>th</sup> Place. Staff has been working with the developer to reconfigure one of the roads to add a cul-de-sac turnaround if possible. The civil plans will be submitted once a solution is reached regarding the turnaround on South 282<sup>nd</sup> Street. Staff is currently working on a rezone ordinance which will be presented to Council on 6/26/08. The rezone was a condition of approval of the plat and settlement agreement.
- Crestwood Park 67 lot PUD, 27425 16<sup>th</sup> Avenue South. The applicant submitted civil and grading plans on 5/30/08.

Short Plats pending review and approval:

- 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. Lot line re-submittal received 5/23/08.
- Jensen 2 Lot Short Plat, 25639 Marine View Drive South. Application received on 10/30/07. Review comments sent to applicant 12/10/07. Re-submittal received 4/22/08. All review comments provided to Planning except Surface Water Management.
- 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. Re-submittal received 2/19/08. Review comments were sent to the applicant on 4/15/08. Re-submittal received 5/6/08.
- 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. Re-submittal received 2/29/08. Review comments were sent to the applicant 4/10/08. Applicant is in discussions with the City regarding the potential of coordinating access with an adjacent property.
- 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. Re-submittal

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. Staff has reviewed the survey work and will be preparing a resolution which will be considered by Council on 6/26/08 to set a right of way vacation hearing date for 7/24/08.

- Bui 2 Lot Short Plat, 25219 22<sup>nd</sup> Avenue South. Application received on 2/14/08. Review comments sent to applicant 3/14/08. Re-submittal received 3/27/08. Review comments are being compiled by Planning. Notice of application to be re-posted due to insufficient signage on property – public comment deadline was 6/16/08.
- Foster 4 Lot Short Plat, 24411 Marine View Drive South. Comments were issued to the applicant on 5/21/08. There are significant problems with the proposed project: road location, road design, shoreline permits, storm water outfalls, detention facility design and location, and setbacks. The applicant has indicated that he will contact staff to set up a meeting to discuss the comments in mid- June.
- Belenky 4 Lot Short Plat, 23211 10<sup>th</sup> Avenue South. Application received on 3/26/08. Review comments were sent to applicant on 5/23/08.
- Hutfless 2 Lot Short Plat, 23016 16<sup>th</sup> Avenue South. Application received on 4/8/08. Review comments were sent to applicant on 5/29/08.

#### 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. Consequently, 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 Mylar has been recorded by King County.

#### Commercial Scale Projects Under Land Use Review:

- Des Moines Creek Business Park, 89 Acre Business Park, 20xx South 216<sup>th</sup> Street. On 3/6/08 Council conditionally adopted ordinances vacating and surplusing 11.63 acres of City owned and dedicated streets within the Business Park. Those ordinances were amended and re-enacted on 5/8/08. Upon receipt of payment by the Port of Seattle, these ordinances will be fully executed. On 5/22, Council approved the 1st Addendum to the 1st Development Agreement in which terms for the purchase are outlined. The Port of Seattle also selected Majestic Realty as the developer for this project. These two parties are now negotiating terms of a land lease.
- Midway Substation Expansion 2857 South 221<sup>st</sup> Street. A grading permit and a SEPA application were submitted on 3/28/08. The plans have been reviewed by staff and comments issued to the applicant on 4/24/08. Staff has determined 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 shared its marketing materials with the City in late May. The developer has decided to submit a PUD application as part of the Master Planning process. The developer is currently interviewing firms to prepare the PUD application and assemble all of the required materials for submittal to the City.

- 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 be completing 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, 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 was held on 6/10/08 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. City staff met with the property owner and design team on 5/22/08 to clarify project timelines and required applications for a new design submittal. There was also discussion on how much the existing EIS can be utilized for a new proposal.

#### 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. Comments were provided to the applicant on 5/20/08.
- Rahul Place 23040, 3 story 25,137 square foot office building, Pacific Highway South. A preconstruction meeting occurred on 5/29/08. Site work is now under way.
- Patel Medical Arts Building, 3 story 17,400 square foot medical office building, 22613 Pacific Highway South. The building permit has been issued.
- 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. The project has been resubmitted and is currently under review by City staff.
- Seascape at Des Moines, mixed use building containing 37 dwelling units and 8,400 sq ft commercial, 22607 Marine View Drive. The project was resubmitted and comments were issued by Development Services, Transportation, and Building and sent to the applicant on 5/20/08. There are still some structural issues and concerns regarding the building height for elevator shafts protruding too far above the roof line.

#### Shorelines/ESA's

- Lakehaven Redondo Waste Water Treatment Plant Outfall Repair and Replacement. Construction will commence in the middle of July.
- Saltwater State Park Artificial Reef Replacement. The public comment period for the Shoreline Permit commenced on 4/28/08 and concluded on 5/28/08. Staff received one comment in support of the project from an adjoining property owner. Staff will now finalize the shoreline permit and forward to the Department of Ecology in June.
- Marina Maintenance Dredging. The City has finalized the shoreline exemption. Staff is waiting on the submittal of the grading permit application.

- Marina Short Plat. Staff met with the Harbormaster and a surveyor to discuss the requirements to re-divide the Marina into logical parcels via short plat. The goal of the project will be to remove the historic platting and rights-of-way. The short plat will also establish boundaries of future lease areas.
- Beach Park/Marina Master Utility Expansion. The Parks Department and the Marina have submitted the required materials for the Shoreline Substantial Development Permit. The public comment period for the Shoreline Permit commenced on 4/28/08 and concluded on 5/28/08.
- 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. A letter was sent to the applicant on 5/13/08 granting partial approval of proposed re-vegetation plan – those phases that include invasive plant removal and replacement of three previously topped maples. Activity phases proposed within steep slopes on City-owned park property were denied due to lack of evidence of slope instability which warrants the risks associated with disturbing environmentally critical areas.
- 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 for direction to resolve.

#### 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 commercial insurance policies. 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.

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 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 is anticipated to be considered fully operational by October 2008.

### NPDES Permit

The NPDES Surface Water Management Plan was approved by Ecology and placed on the City's website, allowing for public comment.

### Barnes Creek Detention Facility

The wetland has been delineated and a wetland assessment report has been prepared. A meeting with the Corps of Engineers was held 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.

### Transportation Engineering

#### ▪ **Street Standards**

Discussion and review of the major policy issues with the PS&T Committee began in April and continued in May. The Standards are almost ready for public review.

#### ▪ **Comprehensive Transportation Plan**

Staff and the Public Safety and Transportation Committee have been working with Mirai on the Comprehensive Transportation Plan update. Council was briefed on June 5<sup>th</sup> and a public meeting was held on June 10<sup>th</sup>.

#### ▪ **Traffic Count Program**

Data collection at the 2008 count locations was completed this spring.

#### ▪ **Schools**

Staff worked with the Highline School District to develop and submit on May 2nd a "safe routes to school" grant for improvements along 8<sup>th</sup> Avenue South leading to North Hill Elementary School.

#### ▪ **Transit/Ferry**

Staff continues to coordinate with METRO and WSDOT for the implementation of Bus Rapid Transit and transit signal priority along the Pacific Highway South corridor. Fiber optics will eventually be installed along the corridor. The City will have access to the fiber backbone that will enhance the communications capability of the City. Passenger Only Ferry update for full Council was postponed until July.

#### ▪ **Bridge and Structural**

Additional analysis and remedial actions for the pin and hanger assembly at the Saltwater Bridge will be necessary as part of the seismic retrofit effort. Staff is working with kpff engineers on the design reports for seismic retrofits of the North Twin Bridge and the Saltwater Bridge, and on a grant application for North Twin.

### Street Vacations

Staff is currently working on four street vacation petitions.

- Redondo - 28515 6th Place South: 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 - Vacant property adjacent to 24101 22nd Place South: Staff is currently working on processing this vacation request in conjunction with the subdivision public hearing to be held June 12th.
- North Hill - 20020 6th Avenue South: All utilities involved have finally responded. Staff is currently reviewing the comments.

- Cooper Development - 24101 24th Avenue South: Responses have been received from all utilities and City staff. 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.

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	
2008-03	KPG	2008 Pavement Management-DMMD/MVD	\$17,700	
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	
2008-07	kpff	N.Twin Footing Repair	\$49,977	
2008-08	kpff	N.Twin Foot Permanent Repair		\$137,040
2008-09	kpff	7 <sup>th</sup> Ave Survey St. Acquisition/Vacation	\$8,296	
2008-01	Amec	Dining Hall Rehab	\$15,500	

\* Split due to time sensitive issue re application for Bridge Funding grant - extraordinary circumstances

Police Personnel Issues

Lateral Officer Applicant Jon Coppedge met with the Chief and signed an appointment letter to transfer from the San Diego County, CA Sheriff’s Office where he has been a deputy for 10 years. He and his family are relocating to Washington and he has chosen to join our agency. His start date is currently set for July 1, 2008.

Entry Level Officer Applicant Nathan Chevallier met with the Chief and has also signed an appointment letter. Nathan will be relocating from Corona, California and his start date is currently set for July 1, 2008.

Received the Eligibility List for Community Service Officer Applicants and have been working on the backgrounds.

Community Service Unit Update

- Crosswalk Enforcement

On May 15, the traffic unit and CSO Seaberry conducted a Crosswalk Enforcement. They focused on 3 locations within the city: South 219th Street and Marine View

Drive, South 225th Street and Marine View Drive, and South 216th Street and 20th Avenue South. They wrote a total of 30 citations during the early morning and early afternoon emphasis periods.

▪ Parkside Elementary Hero Day

On 5/21, Parkside Elementary held its annual Hero Day event. Thirteen members from the police department joined the kids for lunch and joined them in their classrooms before and after lunch. Our employees and the sticker badges they were handing out were a big hit with the kids.

Neighborhood Emergency Teams (NET)

CSO Batterman and DMPD Volunteer Tony Alix met with South King Fire and Rescue Community Education and Public Information Officer Donna Conner and volunteer Sue Anderson to discuss starting a NET program in Des Moines. The four agreed to be NET Instructors and have signed up for NET Train the Trainer courses being held in Pierce County. They have also begun advertising the program within the community to recruit more volunteer NET Instructors. On 6/5, CSO Batterman spoke with members of the North Hill Community Club about the NET Program and volunteer NET Instructor opportunities.

**Statistical Comparison on Reported Crimes**

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

<b>Offense Type</b>	<b>May 2007</b>	<b>May 2008</b>	<b>% Difference</b>	<b>January -May 2007</b>	<b>January -May 2008</b>	<b>% Difference</b>
Homicide	0	0	0%	1	1	0%
Rape	1	3	+200%	12	4	-67%
Robbery	3	5	+67%	18	26	+44%
Assaults	17	17	0%	94	85	-10%
Burglary	15	26	+73%	81	101	+25%
Larceny	42	55	+31%	207	244	+18%
Arson	0	1	NC	1	3	+200%
Motor Vehicle Theft	20	17	-15%	122	74	-39%
Officers Assaulted	0	0	0%	0	1	NC
Clearances Adult Arrest	31	26	-16%	136	120	-12%
Clearances Juvenile Arrest	3	3	0%	17	25	+47%
Calls for Service	1,858	1,945	+5%	6,723	8,668	+1%

NC = Not Calculable

### Water Main Relocation Project

This project is still at the 30% stage and is waiting for the final layout of the north lot that will be available when the North Marina Projects plan gets a little further along.

Permitting for this project is completed and the staff still expects to complete this project by the end of the year.

### I & J Docks Standpipes.

In May, Marina staff started the design and permitting phase of this project. Design and permitting will not be a large or complicated effort and staff expects to start installing the standpipes after Labor Day.

### CCTV Security Cameras

The project to install additional CCTV security cameras in the Marina was also started in May. There is a small amount of design work that is needed and will be completed by July 1<sup>st</sup>. This project will not interfere with daily operations and will be done this summer. Staff plans to install cameras that will monitor the Marina basin entrance, the Cliff Ave. entrance, and the 227th St. entrance. If funding permits, additional cameras will be installed in the parking lots.

### Marina Service Revenues

Revenue from Marina fuel sales, launching and guest moorage is behind revenue from these activities for the same period last year. So far this year, poor weather and high fuel prices are keeping boaters off the water.

### “Binding Site Plan” for the Marina

As part of the effort to solve the leasehold tax issue, staff has hired a surveyor to do the work necessary to combine all of the individual parcels in the Marina into one “binding site plan”. (The Finance Director discussed the leasehold tax with the Council as part of her last briefing on the City’s finances). When the Marina Association claimed that the City was over-collecting the leasehold tax, the Association was also able to convince the State Department of Revenue that their “property tax benchmark” should be calculated using only the parcels that the slips and parking were located on. As it turned out, those parcels were the most undervalued because the County never did include the floating docks in their appraisals. Consolidating the entire Marina into one tax parcel will solve that problem.

### Redondo – New Operations Plan

The new operations plan for the ramp and the parking lot at Redondo is in place. In June, Marina staff will be on-site at Redondo on the weekends. They will be collecting for parking, selling ice and bait and assisting boaters launch and retrieve their boats. They will also be doing janitorial and landscaping tasks and some light maintenance. In July, the staffing will expand to include weekdays from 5:00 am to 1:00 pm. And two shifts on the weekends. In August, the coverage will expand to include two shifts every day.

2008 Des Moines Arts Commission Highlights:

Public/Visual Arts:

- South Marina Park Mural Project - Two Arts Commission members who are professional artists completed a mural representative of the history and use of the site entitled “Spirit of Des Moines”. The mural was dedicated on June 7<sup>th</sup>.
- Fine Art Show- Arts Commission will create an annual juried fine arts and crafts show to highlight the work of local visual artists. The first show will take place in July 2008 as part of the Fourth of July festivities.

Performing/Community Arts:

- Summer Concerts - Arts Commission will hold a series of summer concerts on Saturday evenings in July and August.
- Children’s Arts Day at the Farmers Market was held in conjunction with Market opening on June 7<sup>th</sup>. Approximately 90 children of all ages participated in the fun events.
- Missoula Children’s Theatre - Arts Commission will work with the Parks & Recreation Department to provide this annual children’s theatre production.

Parks, Recreation and Senior Services Master Plan

An Ad Hoc Parks, Recreation and Senior Services Master Plan Citizen Advisory Committee was appointed by the Mayor and City Council with representatives from each of the City’s citizen committees and commissions and from neighborhoods, recreation special interests and user groups and school districts, to mirror the City’s demographics. The Committee will meet in June for a project orientation and then work with staff to host a series of community and user group workshops beginning in September, 2008. The Committee’s findings and recommendations for the 2009 - 2014 Master Plan will be presented to City Council for review and approval upon completion of the work.

Committee members: Victor (Vic) Anderson, Nadine Byers, Charlene Bacalzo, Betty Haines, Rena Hamburger, Marilyn Holms, Robert Hoyman, Kris Kelly, Karla Lindula, Barbara McMichael, Hidi Mickelson Cramer, Shelley Murray, Georgie Nupen, Jim Polhamus, Mark Proulx, Amber Scott, Ken Spencer, Denny Steussy, Jay Roberts, John Rosenlund, and Clark Snure.

Recreation Program Update

May Revenue	Year-to-Date	2007 YTD
\$ 64,226.49	\$327,281.89	\$279,624.31

Before and After School Program

There were a total of 144 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. There were an additional 127 children who participated on a drop-in basis or on an early release day. The Before School program begins at 6:30am and continues until the start of school and the After School programs runs from the conclusion of school until 6pm. Two “no school” day camp days held on May 9 and May 23 had a total of 31 children who participated.

### Spring Soccer League

We are very pleased to have completed our second season of our Spring Soccer League in May with 172 children between the ages of 4 and 9 participating. This newer league was started last spring at the request of parents. Games and practices were held at the Des Moines Field House Park fields with teams practicing once a week and playing games on Saturdays! Players were divided into U-5, U-7 and U-9 divisions for competition.

### May Teen Dance

Staff hosted a Teen Dance in partnership with the Des Moines Youth Council on May 16<sup>th</sup> at the Field House, which attracted 178 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 with assistance from volunteers and the Des Moines Police Department.

### Fields

We are very pleased to welcome back the Puget Sound Senior Softball Association League to Underwood Memorial Park beginning May 5<sup>th</sup>. 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 Underwood Memorial Park and the Des Moines Field House.

### Senior Center Division Statistics – May 2008

	2007	2008
Number of Meals Served	1,056	915
Fee Program Participants	193	224
Drop In Participants	1,197	1,821
Volunteer Hours	1,670.75	1,330.5
Revenue for May	\$8,963	\$8,586

### Low Income Dental Van

Grace Lutheran Church, in partnership with Medical Teams International and the Des Moines Legacy Foundation, held the second FREE dental van service for seniors 55 and older on Saturday, May 10<sup>th</sup>. All ten appointment times were filled.

### Monday Nights

Beginning Monday, May 12<sup>th</sup>, the summer hours for the Des Moines Activity Center are 8am to 8pm. Evening activities include dance classes, drop in bocce ball and croquet, Mexican train dominos, a water color class and information living well workshops. We will remain open on Monday evenings through Monday, September 29<sup>th</sup>.

### Volunteer Appreciation

On Friday, May 2, the City of Des Moines honored its volunteers and their over 30,000 hours of service to the City with an afternoon tea, followed by a delightful entertainer. City Manager Tony Piasecki spoke in appreciation to the volunteers on behalf of the City Council and staff.

### City Prosecutor

The City's new prosecutor, Tim George, was sworn in as a Washington state attorney by the Honorable Brian Gain, King County Superior Court Judge. The ceremony was held in chambers at the Regional Justice Center in Kent and was attended by City legal department staff, along with family members and friends. Tim will be prosecuting in Des Moines Municipal Court, along with performing civil work as assigned by the City Attorney.

### Criminal Matters

The Prosecutor filed 512 charges in Des Moines Municipal Court. Also, the Prosecutor is using a new alcohol monitoring system from AMS, that monitors the defendant's alcohol levels through an ankle bracelet. This is a reliable way to ensure that a defendant is not consuming alcohol while their case is pending. The system is being used for DUI and other alcohol-related charges. The program is cost effective, with the defendant paying for its use.

### Business Licenses

New commercial business licenses issued in May 2008:

<b>Name</b>	<b>Location</b>	<b>Type</b>
All Points Yarn, LLC	21921 Marine View Drive S	Retail Yarn & Knitting Supplies
Be Attitudes Salon	22604 Marine View Drive S	Hair Stylist
Liquid Sunshine Espresso	21823 Marine View Drive S	Espresso Stand
Marine View Shipping	22308 Marine View Drive S	Retail Shipping
Gina's Hair	21628 Pacific Hwy S	Hair Stylist

### Audit 2007

The Finance Director and Finance Operations Manager spent most of the month working on completing the City's 2007 financial statements and State Auditor's other supplemental schedules. Work remaining included reconciling the Eden financial system Marina accounts receivable balance with the Watch Captain Marina accounts receivable program, recording capital asset entries, balancing the financial statements, writing the Management's Discussion and Analysis, updating the note disclosures, preparing the annual Street Report, preparing the State Auditor's supplemental schedules on detail of revenues and other sources, detail of expenditures and other uses, long-term debt, debt capacity, expenditures of federal, state, and local grant awards, public works, and labor relations. All required supplemental schedules and final financial statements for the State Auditor's office were submitted on May 30.

The State Auditor was notified of the completion of the 2007 financial statements and the requirement for a single audit to assist them with scheduling the 2007 financial audit.

### Contracts Signed in May:

- Extended 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
- Contract with Hansen Surveying to work on the Marina's "Binding Site Plan" project.

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

- RFQ for firms qualified to help the Marina establish a process for attracting commercial development.

Contracts Expected to Sign in June:

- S. 216<sup>th</sup> Phase 4 Design Supplement for Right of Way w/KPG
- Extension or bid for Street Sweeping Contract
- Installation of additional security cameras in the Marina.