

# *City Manager's Office*

August 23, 2010

To: City Council

From: City Manager

Re: Monthly Report – July

## **CAPITAL AND FACILITY PROJECTS**

### Des Moines Beach Park Projects Funding

The Council approved 2010-2015 Capital Improvement Plan includes Des Moines Beach Park Rehabilitation Projects for the completion of the historic Dining Hall, Picnic Shelter and Sun Home Lodge buildings. Due to the lack of Real Estate Excise Tax collections, completion of the dining hall was delayed for three years, the Sun Home Lodge was delayed for four years and the Picnic Shelter extended to five years. A grant application to the Washington State Historical Society in the amount of \$950,000 has been submitted. \$735,000 has been recommended for award if the funds are appropriated by the Governor and state legislature to be available in July 2011. The remainder of the request will be awarded if funds are available. Staff is also proposing that City Council consider the approval of a 20 year Councilmanic Bond to complete Beach Park building rehabilitation and other needed citywide infrastructure projects on an accelerated schedule.

### Field House Park Baseball Field #1 Expansion Project and Playground Replacement

Work on the Field #1 infield and outfield slope was substantially completed in July. Remaining work includes minor punch list items and project closeout. Signage identifying the many project sponsors will be installed later in the year.

### Field House Restroom Restoration Project

The project will upgrade three existing restrooms located on the main and lower levels of the Field House and will replace an existing drinking fountain on the main level. The project is on hold until September once the summer programming has been completed.

### Field House Park Grandstand Restoration Project

The project began in June and currently the contractor is working on remediation of extensive wood rot throughout the building. Construction progress is on schedule and is expected to be completed by early fall. Staff and the Project Architect David Clark are working closely with City officials, King County and Washington State Department of Archaeology and Historic

Preservation Offices to ensure that all City code and historic requirements are adhered to. All Field House Park projects will be dedicated in spring 2011 in time for the opening of the 2011 baseball season.

#### Des Moines Creek Trail Project

Project is near completion and an opening ceremony and ribbon cutting, led by Mayor Sheckler and City Councilmembers, will take place on Wednesday, October 6th, at 1:30 p.m. on the Promontory at the entrance of the Beach Park.

#### Barnes Creek Trail Project

A grant application to the Recreation and Conservation Office WWRP Trails Grant Fund in the amount of \$1M was submitted to acquire a portion of the 25 acres of the historic SR 509 right-of-way located between S. 220<sup>th</sup> Street and Kent-Des Moines Road. Grant review will take place in late August and if awarded by state legislature, funds will be available in July 2011. Staff was also notified that the City has been awarded a \$500,000 Conservation Futures Grant for the project available in January 2011.

#### Beach Park Auditorium Rehabilitation.

The contractor has completed the installation of the new storm water facility, has installed the new side sewer and the internal and external pin piles. Work is now focused on the internal aspects of the building. The rough framing of the new internal walls is complete enabling the installation of the internal plumbing, electrical, and fire suppression lines. This work is expected to be completed in the next couple of weeks; once it is completed the contractor will begin installing the drywall and the new windows.

### **ARTERIAL STREETS**

#### North Twin Bridge Repair

The project was awarded in late May and contractor was given Notice to Proceed June 25th. The bridge is closed until the end of September, when it is expected that the southbound lane will be reopened.

#### Des Moines Gateway - S. 216<sup>th</sup> between I-5 & 19<sup>th</sup> Ave. S. and 24<sup>th</sup> Ave S. between S. 216<sup>th</sup> St. & S. 208<sup>th</sup> St

Work continues on the preliminary engineering design for the first phase of the project, which is all of 24<sup>th</sup> Avenue within the project area, 216<sup>th</sup> from 18<sup>th</sup> to Pacific Highway, and the Environmental Review. Design is 85% complete. Design work is funded by a \$1 million low interest loan from the Public Works Trust Fund.

#### 2009 Pavement Management Program

The 2009 overlay program is complete. Staff is working with the contractor on closing this project out.

## **SURFACE WATER MANAGEMENT**

### **Lower Des Moines Creek Channel Modifications**

The project will reduce flood hazards in the Beach Park National Historic District by removing excess stream bed gravels, constructing earthen berms and flood walls, modifying the tributary located behind Sun Home Lodge, stabilizing the bank under the Dining Hall, installing bed control logs and debris catchers, restoring riparian habitat, creating wetlands, and constructing a retaining wall to stabilize the roadway on the south side of the Dining Hall. Construction work commenced July 19 with the first items of setting up the Creek bypass pipe, dredging under the Dining Hall and the upper stream and grading the side channel that is located near the Sun Home Lodge. In order to allow pedestrians to use the Des Moines Creek Trail, a five foot wide walkway was established on the north side of the construction fence which connects the large grassy field to the entrance of the Des Moines Creek Trail. Work is scheduled to be completed by October 1<sup>st</sup>.

### **Barnes Creek Detention Facility.**

A new design concept allows Barnes Creek to overflow into a depressed area without the use of flood control structures. This new concept is nearly twice as effective in attenuating the peak flows resulting in peak flow reduction of almost 40%. This concept is being well received by both the Corps and Fisheries. The Department of Fisheries has encouraged the City to apply for the Fish Enhancement streamlined process for permitting of this project. The revised permit application will be submitted following acceptance of the 223<sup>rd</sup> Culvert Project permit application.

### **S. 223<sup>rd</sup> St Culvert Replacement.**

Because this project is a fish enhancement project, staff was able to apply for a streamlined permitting process that exempts the project from SEPA and all local government permits and fees. The Corps has determined that a general nationwide permit will be required for the culvert project. Because of the added permit work as well as coordination with the Highline Water District for the relocation of their water main, there is insufficient time to bid and construct this project this year during the June 15 to September 30 fish window. The project will be ready for the summer of 2011 in conjunction with the construction of the adjacent Barnes Creek detention facility. The submittal of the permit application is pending the receipt of a temporary construction easement and acknowledgment of an impacted property owner.

## **MARINA CAPITAL PROJECTS**

### **North Marina Combined Projects**

The contractor continued to make good progress in July. They poured two more sections of the concrete cap early in the month. Later, the sub-contractor installing the tie-back anchors came back to drill in the remaining anchors. By the end of the month, the bulkhead was nearly complete. Except for filling some block-outs and sacking and patching the face, the only remaining bulkhead work is installing the last 40' on the south end after the old travel lift pier is demolished. The following picture shows the section of wall cap that was poured early in July along with the duct banks that were installed for the utilities in the guest moorage area.



The contractor also completed the demolition of a portion of the west dry sheds in July. Twenty-eight sheds were taken out, leaving a total of 76 dry sheds. After the sheds were removed, sub-contractors poured the new approach and travel way for the new travel lift pier. The new travel way had to be eight inches thick to support the weight of the new travel lift when it is fully loaded.

The sub-contractors continued working on the M and N dock gate houses in July. Workers also started installing the new area lights for the promenade. The following picture shows the N dock gate house with the new roof installed and one of the new promenade lights.



The installation of the new 36” storm drain was completed in July also. This part of the project did not go well. The contractor started installing the new pipe last February, but stopped because of the weather and sub-surface conditions. When they resumed working on the storm drain in May, it was discovered that the pipe installed in February had settled several inches and all of it had to be removed and re-installed. At this time, the storm drain is installed and holding it’s alignment with no settling. The contractor claimed that unforeseen conditions were responsible for the problems and requested more money for their extra work. At the end of the month, staff was still negotiating with the contractor to resolve the issue.

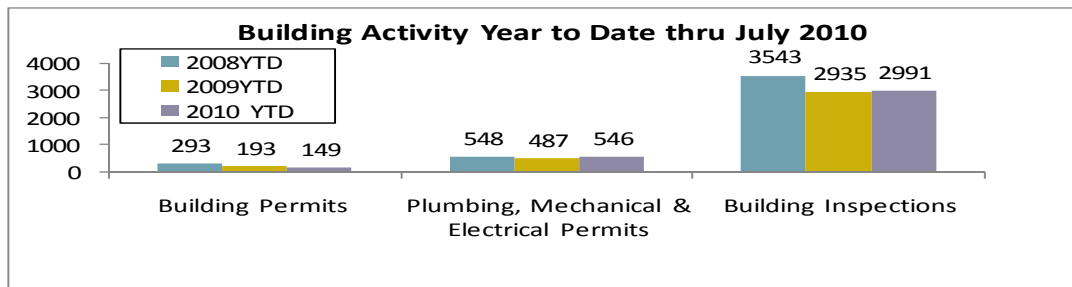
**MARINA SERVICE**

The 4th of July is the big event for Marina Service staff each year. This year the event was smaller, but still well attended. Because the crowd is spread out, it’s hard to tell how many people came to the Marina for Fireworks Over Des Moines, but it is believed that the number was at least as many as last year.

There has been a Fourth of July fireworks show in the Marina for about ten years now. For the first several shows, attendance varied significantly, depending on the day of the week the holiday fell on, with more people attending the show on the weekday holidays. The best explanation may be that area residents did not want to go to the bigger shows in Seattle or Tacoma if the next day was a work day for them and they came to the local show instead. For the last three or four years, the attendance seems to be about the same, regardless of the day of the show. This may be that the event is well established now and area residents make it part of their holiday plans.

This year the event went off without any problems. Staff tried a new system for managing the parking in the south lot that worked much better. Staff was also able to save some parking spaces near the dry sheds for Marina tenants that showed up after the lot was full and no tenants were turned away.

**BUILDING DIVISION**



SCORE Jail Facility. The in-ground electrical service work and the in-ground plumbing work continue. Seven of the main sections of roofing area have been poured with concrete. Roofing of these sections has begun. The perimeter retaining rock walls and site work is progressing. The interior concrete masonry units (CMU) walls continue to be erected. The

installation of the main area steel framing work and the interior mechanical systems has begun. The pre-manufactured jail cell panels and bays from CML Specialties out of South Dakota are being placed.

Staff continues to work on a number of the deferred plan review items. Building and South King Fire and Rescue continue to review portions of the smoke control plan for the jail, an essential fire and life safety item for the project. CMU wall revision details are coming in almost daily. The deferred submittal steel framing details and the exterior wall system details were both approved in July.

Highline Community College. Highline College is working on two campus projects. Building 25, the Library, is modifying the elevator system for accessibility and fire and life safety. Building 9, a \$1.6 million project, is undergoing a “Noise Remedy” upgrade along with other upgrades. Windows, the roofing system, the mechanical system, smoke alarms, ADA items, seismic upgrades and areas of refuge are all being upgraded. Revisions and requests for clarifications are coming in almost daily. Once the partial interior demolition is complete, this job will need multiple inspections each day.

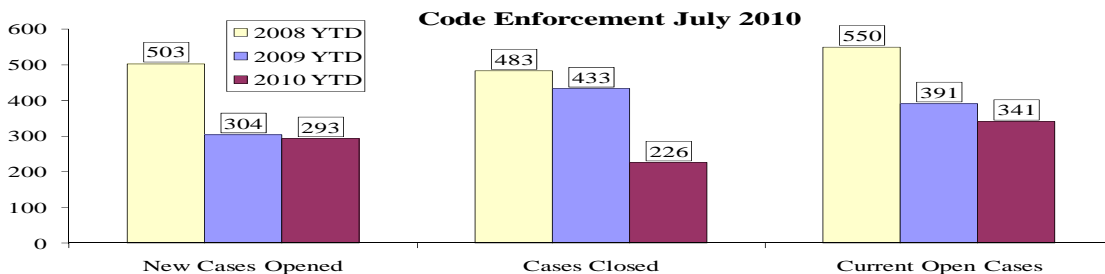
China Sea Remodel (The Krusty Krab). The south wing tenant improvement permit for a dental clinic specializing in dentures was picked up by the owner but work has not yet begun and the space is being advertised for rent.

Zenith View Pointe. The east commercial building is fully involved in all elements of construction. The exterior work is almost complete. All trades are working on the interior but it is moving slowly. The owner is currently further revising portions of the plans for all four levels of the building.

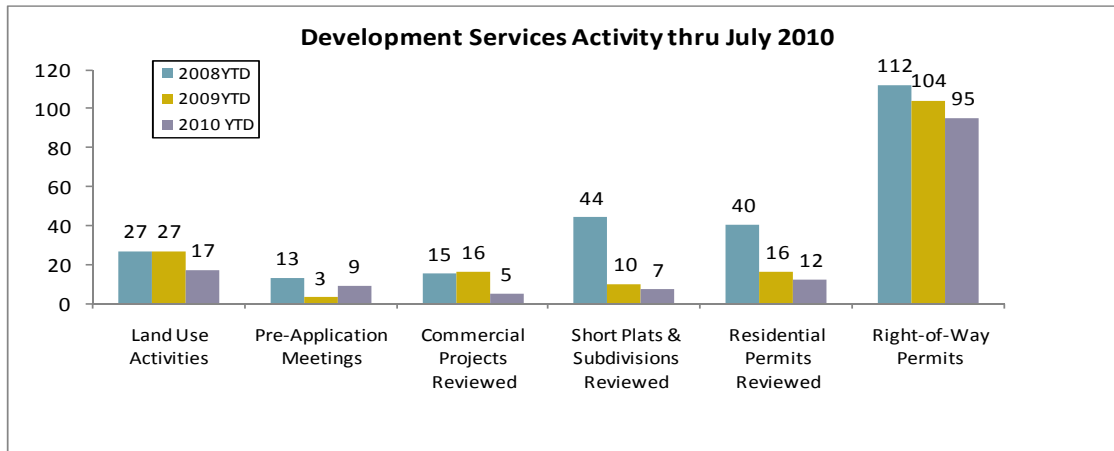
Patel Medical Arts Building. A building final was given for Doctor Verriach in the third week of July. Interior tenant improvements for the owner should be done very soon.

Building Code Enforcement. A total of 14 cases remain open for Building Code enforcement. This last month, three cases were opened and four Building Code enforcement cases were able to be closed. All cases involve construction without required permits.

**CODE ENFORCEMENT**



There were 28 new cases opened and 46 cases closed during July. For 2010, 293 cases were opened, 226 closed, and 341 are currently open. Some of the increase in numbers is due to delinquent business licenses.



## DEVELOPMENT SERVICES

### Short Subdivisions Pending Review/Approval

- Massey Creek Estates 7 Lot Modified Short Plat, 23406 14<sup>th</sup> Avenue South, 4/30/07. Minor redlines to be addressed and a lot line adjustment to be completed prior to preliminary plat approval. Staff spoke to applicant on 3/11/10. He will be submitting a written status update and estimated time of resubmittal.
- Singh 2 lot Short Plat, 24827 16<sup>th</sup> Avenue South, 5/24/06. Engineering review approved. A request for extension was approved until 10/10/10.
- Shoopman 9 Lot Short Plat 222<sup>nd</sup> Street Town homes, 2414 South 222<sup>nd</sup> Street, 10/12/07. Resubmittal received 2/16/10. Additional clarification related to the modified short subdivision justification narrative was received on 5/21/10. The preliminary short subdivision approval was presented to the City Council for concurrence on 7/22/10. Additional information was requested from staff and discussed at the 8/5/10 Council meeting. Council concurred with the modification.
- Atkinson/Gethers 2 Lot Short Plat, 8XX South 280<sup>th</sup> Street, 1/17/06. SEPA DNS issued 11/12/09, comment and appeal period ended 12/10/09. One comment letter received. Revised wetland report received 3/24/10. The development exception received Hearing Examiner approval on 7/22/10.
- Axcent Servicing (formerly J&J Equities) 9 Lot Short Plat, 1615 South 260<sup>th</sup> Street, 11/20/07. Preliminary plat approval issued 4/21/10. SEPA Notice of Complete Application sent 6/17/10. Civil review revisions submitted 7/29/10 are under review.
- Drosdick 3 Lot Short Plat, 27711 13th Avenue South, 6/18/09. Preliminary short subdivision approval issued 3/30/10. Staff met with the applicant on 7/16/10. Applicant will be submitting a revised design reducing the number of lots to 2.
- Foster 4 Lot Short Plat, 24411 Marine View Drive South. Applicant submitted a revised sewer extension and alignment proposal the first week in January. This information was

routed to transportation for comment. An idea that staff is exploring with the applicant is to further realign the sewer on a different city right-of-way which is currently undeveloped near the Drenckpohl site, but is being considered for access improvements.

- Stegin 2 Lot Short Plat, 23246 Marine View Drive South, 3/3/10. Notice of Complete Application sent 3/4/10. Plans routed for review. Review comments sent to applicant on 6/7/10. Applicant is disputing the nature and extent of City requirements for road improvements.

### **Land Division Requests with Approvals, Pending Construction**

- Landmarque 67 Lot Plat, 262xx Pacific Highway South 4/03/06. Site work is progressing rapidly; the contractor is currently working to finish the installation of the storm, sewer, and water lines. Rough grading for the roadway is also underway. The applicant is hoping to complete the infrastructure improvements and obtain final plat approval by end of the summer. Model home construction is scheduled to commence in early fall.

### **Commercial Scale Projects Pending Review/Approval**

- Holly Creek Exterior Renovation, 1919 Kent Des Moines Rd, 6/24/10. On 6/24/10, the City received the building permit for the exterior renovation of the Holly Creek Apartments which includes a new roof, parapets, skylight, windows, exterior façade re-skin and revisions to the parking lot striping. Staff completed its initial review of the Building Permit application and issued comments on 7/27/10. There are a few minor planning related comments and a number of significant building related comments that must be addressed by the applicant.
- Des Moines Creek Business Park, 2000 South 216<sup>th</sup> Street. Staff prepared new draft ordinances with updated legal descriptions for the street vacations and surplus. It was initially reviewed by the Council on 6/10/10 and passed to a second reading. At the current time, the second reading of these ordinances has been postponed until the end of September to allow for an additional binding appraisal of the land values.
- Highline Community College Driveway Enhancement and Sewer Project, 2400 South 240<sup>th</sup> Street, 12/09/09. The College submitted a Grading Permit Application to improve the driveway that connects the westerly most campus parking area with 20<sup>th</sup> Avenue South. The project also involves the installation of 8 inch sewer lines located within the boundaries of the campus. Staff has completed its initial evaluation of the plans and provided comments to the applicant on 1/11/10. The College has chosen to split the project into two separate projects.
  1. Sewer Replacement: The first project will be the replacement of the 8 inch sewer line located within the boundaries of the campus, which was resubmitted to the City for review on 5/28/10. The grading permit for the sewer line was issued on 6/22/10. None of the sewer work is located within the project area of the driveway project.
  2. Driveway Improvements: Due to budget constraints, it appears that the College will not be proceeding with the proposed improvements to the westerly driveway.
- Waterview Crossing, 11 Acre Mixed-Use Development, 21920 Pacific Highway, 10/27/08. The Planning Agency conducted the required Public Meeting on 5/3/10 and recommended that the City Council approve the project. On 5/27/10, the City Council opened the Public Hearing. After a staff presentation and comments from the public, the hearing was continued to 6/10/10. At this meeting, Council expressed concerns regarding the applicant's request for reduced parking and continued the hearing to allow staff to

provide additional information on this topic. On 7/22/10, the City Council voted to approve the PUD, modified short plat, and parking reduction with one change. The perimeter buffer for the portion of the project zoned PR-R was not reduced as requested. Reporting on this item will be suspended until the applicant submits the next application - expected sometime in mid-2011.

### **Commercial Scale Projects with Approvals, Pending Construction**

South Correctional Entity (SCORE) Facility South 208<sup>th</sup> Street and 18<sup>th</sup> Avenue South, 4/16/09.

- Utility Work: SCORE must still extend the waterline down from 200<sup>th</sup> Street to tie-in to the site water system and “loop” the system. This work was scheduled to commence in June, but it has been delayed.
- 18<sup>th</sup> Avenue South: The City of Des Moines and the City Attorneys from most of the SCORE cities met 7/1/10 to develop a solution to resolve the ownership of 18<sup>th</sup> Avenue South and the design of the roadway, which was presented to the City of SeaTac on 7/8/10. It appears that the solution is for SCORE to own the roadway; however, a number of property transfers and legal agreements must be hammered out to facilitate the preferred solution. SCORE is responsible for securing the necessary agreements to resolve the 18<sup>th</sup> Avenue South access issues.
- Condemnation: The only outstanding item is an agreement regarding the value of the property. SCORE and the City agreed to bring in an outside attorney, who will finish the condemnation lawsuit on behalf of Des Moines.

### **Other Land Use Reviews**

Appeals: none pending

Variances: Heritage Court Condominium Cabana Variance, 22810 30<sup>th</sup> Avenue South. On 5/4/10, the applicant submitted a variance application which was deemed complete, on 5/20/10. The public hearing for the variance application will held on 7/8/10 before the Hearing Examiner. The Hearing Examiner approved the applicant’s request on 7/23/10.

Waivers & Exceptions: Atkinson, Wetland and Buffer Modification, 8XX South 280<sup>th</sup> Street, 1/17/06. The applicant requests a critical area development exception and proposes to compensate for the removal of a small wetland with limited values and functions by providing an expanded buffer for a second wetland on site that has more ecological value. The public hearing for the development exception application was held before the Hearing Examiner on 7/8/10. The Hearing Examiner approved the request with conditions with on 7/22/10.

CUP/UUP’s: none pending

### **Shoreline and Critical Area Projects Pending Review/Approval**

Shoreline Master Program (SMP). On 6/22/10 a letter of complete submittal was issued by Department of Ecology (DOE). DOE began its 30 day comment period to solicit comments on the City’s SMP submittal on 07/21/10.

Richter/Freeman Property Slope Restoration and Pedestrian Path Project, 06/23/09. Submittal of application materials for a Shoreline Substantial Development Permit (SDP) for the foot path to the shoreline and slope restoration was received on 6/23/09. This application was denied on 2/22/10. The decision was forwarded to the WA State Department of Ecology. The decision was remanded for review under the King County Shoreline Master Program on 6/15/10. The SDP was determined to be noncompliant with King County standards and was denied on 7/16/10.

### **Pre-Submittal Assistance**

#### **Pre-Design Review Project Coordination:**

- Artemis Hotel, 383 Room Hotel, S. 224<sup>th</sup> St. and Pacific Highway. The applicant selected the architectural firm that will prepare the materials for the Design Review application. The Design Review application is anticipated to be submitted in late fall of 2010.
- SeaMar Redevelopment, 10,000 SF Treatment Center and 30 Unit Housing Building, 24215 Pacific Highway South. SeaMar would like to demolish the existing treatment center, construct a new treatment facility on the front portion of the property and a new 3 story residential structure on the rear portion of the property. Staff spoke with the architect on 6/1/10 to discuss various options to maintain the amount of development required to make the project financially viable and at the same time not involve the vacation of public streets. The architect has submitted another option that appears to address the concerns of the Transportation Division.
- FAA Regional Office Relocation, 500,000 SF Office Facility. The FAA is in the process of combining its regional offices in the western United States and plans to lease a new facility constructed by a private developer. One of the sites that may be under consideration is the Des Moines Creek Business Park. The City is now waiting on the GSA announcement regarding the short list of sites that are going to be considered. GSA has delayed its original announcement of the short list of sites and it is not exactly clear when this announcement will occur.

## **PUBLIC WORKS & PARKS OPERATIONS AND MAINTENANCE**

A significant effort by the maintenance crew was focused on preparations necessary for the opening of the Des Moines Creek Trail, as well as Beach Park, in order to be prepared for the first summer concert at the park.

The Superintendent's position was filled on July 8, 2010 by Greg Taylor. The Assistant Superintendent (John Blackburn) had been assigned as the Acting Superintendent for the 14 month period prior to this position being filled; after doing a stellar job as the Acting Superintendent he has now been reassigned to his previous position as Assistant Superintendent/Parks Lead.

Basic first-aid and blood borne pathogen training occurred during the month of July with all Public Works and Parks Maintenance Division staff receiving their certifications.

## **SURFACE WATER MANAGEMENT (SWM)**

### **NPDES Permit Activity**

The City has operational control of 59 storm water detention and treatment facilities throughout the City, which are required to be inspected annually to ensure that the facilities are up to maintenance standards. As of July, 20 of the facilities have been inspected and 15 work orders have been issued for maintenance. Two of the 15 work orders have been completed.

A storm water spill and pollution prevention plan (SWPPP) for the Public Works Service Center been finalized and is being reviewed by the Maintenance Supervisor. Conversion of inventory system to GIS continues and is 63% complete. Three car wash kits were issued in July.

### **West Nile Virus (WNV)**

No positive cases of WNV were reported in King County during June. However, 3 positive mosquito samples have been found in central Washington. King County is under Alert Level 1 with no positive surveillance findings during the spring, summer and fall seasons.

## **UTILITY ENGINEERING SERVICES**

### **Water District #54**

At the July 1<sup>st</sup> City Council meeting, the District and City agreed on the District's proposed project to install a new water main within Marine View Drive from 219<sup>th</sup> to 227<sup>th</sup> and within the side streets from Marine View Drive to 7<sup>th</sup> Avenue within 220<sup>th</sup>, 222<sup>nd</sup>, 225<sup>th</sup> and 226<sup>th</sup>. The MVD main would be located mostly within the western sidewalk area. The project would be funded with District funds and the federal grant of \$486,000 with the District borrowing for any shortfall. The Services Agreement between the two parties was approved at the District Board meeting on August 3<sup>rd</sup> and at the City Council meeting on August 5<sup>th</sup>.

Now that the Service Agreement has been approved by both parties, staff from the District and City will work on the grant agreement for securing the \$486,000 federal funds. The grant agreement needs to be made before the end of the year. Staff is preparing the environmental documents for the Downtown water system. Based on a meeting with staff from the Environmental Protection Agency (EPA), the water system project appears to be eligible for exclusion from NEPA. A request for the exclusion was submitted on March 26<sup>th</sup> and a response was received in late July.

## **TRANSPORTATION SERVICES**

### **Signal, Signing and Marking Engineering**

The signal controller and cabinet were replaced at Kent-Des Moines Road and 24<sup>th</sup>/25<sup>th</sup> 6<sup>th</sup> Ave South in July. Staff has also directed our contract signal maintenance crew to place a one inch yellow reflective tape around each signal head in the City. This improvement provides additional reflectivity at night and in the event of a power outage. With the new 2009 manual,

the MUTCD recommends agencies make this improvement. Staff is reviewing and updating City-owned signs as necessary to bring signs up to current MUTCD compliance. Staff has recently completed inputting all City pavement markings into the inventory system and is directing Public Works crews to replace markings from a prioritized list.

**Transit/ITS**

Rapid Ride Fiber Communications construction is currently in progress in Des Moines. Updated bus shelters will also be installed on a separate contract starting in Federal Way and working northward. King County/Metro is planning to have the Rapid Ride service begin on October 2, 2010. Conduit work on 11<sup>th</sup> Ave South and portions of S. 216<sup>th</sup> St. are underway.

**Street Vacations**

Staff currently has three pending applications: in Redondo at 28515 6th Pl. S., a portion of 3rd Ave. S. from S 212th St. to S. 213th St., and a portion of 5th Pl. S. that abuts Sound View Drive S.

**Multi-Year Civil Engineering Services:**

New On-Call Engineering Services contracts were negotiated for 2010 and 2011. Council awarded the ten contracts on June 10<sup>th</sup>. Following is report indicating expenditures authorized by Task Orders as approved.

<b>Consultant</b>	<b>City Mgr</b>	<b>Council</b>	<b>Authorized</b>	<b>Spent</b>
Blueline Group				
ESA Adolfson				
James W. Ellison				
Exeltech				
Fehr & Peers				
INCA		1	\$137,572	
KPFF	1		\$5,000	
KPG				
Pace				
Parametrix				

**Communities Putting Prevention to Work, Healthy Eating Active Living Grant**

Des Moines, along with the Highline communities of Burien, Normandy Park and SeaTac, was awarded a Communities Putting Prevention to Work, Healthy Eating Active Living Grant. The grant amount for Des Moines in the amount of \$180,000 will fund 1.5 FTES over a 20 month period to complete planning work for the purpose of updating city planning tools, processes and policies as approved by City Council. The formation and formalization of a Highline Healthy Communities Coalition made up of elected officials and staff from the cities and Highline School District will help guide this collaborative work. The grant contract will be presented to City Council for approval at the September 9, 2011 meeting.

Des Moines Arts Commission Update

The Des Moines Arts Commission has had a successful summer season, with all activities being very well received, including the Beach Park Jazz and Blues summer concert series and the surprise hit of the summer, the Wooden O Theater Company’s performance of “Much Ado about Nothing,” on July 31<sup>st</sup> in Beach Park. The event was enjoyed by an estimated audience of 300 theater enthusiasts in the Commission’s first foray into Shakespeare in the Park.

The Arts Commission also has seen the culmination of three years of work come to fruition with the Commission’s Honoring Aging mural project nearing completion. The 32 x 12’ downtown mural, funded by Des Moines Legacy Foundation, depicts and honors the aging process. It will be dedicated on September 25<sup>th</sup> at the Poverty Bay Arts Festival. The Commission is now turning its attention to the final details of the inaugural arts festival, and with 17 artists and 8 businesses registered to date, the event is developing nicely.

Recreation Program Update

<u>July Revenue</u>	<u>2010 YTD</u>	<u>2009 YTD</u>
\$78,908	\$451,481	\$460,705

Revenue for July of 2010 came in \$7,539 below July 2009. This is due primarily to the decrease in Camp KHAOS participants.

Camp KHAOS/K2

A total of 423 kids registered for the first five week of Camp KHAOS (June 28-July 30). This is a significant decrease to the 563 kids in camp last year (468 in KHAOS and 95 in K2 for 2009 and 374 in KHAOS and 49 in K2 for 2010). Staff believes numbers to be down for a number of reasons: 1) as with the Before and After School Program, a number of parents are out of work, or are down to a one paycheck family and the other parent is able to stay home with the children, 2) the location change to the Field House from the Founder’s Lodge (staff, however, feels that this is a positive change in being able to monitor staff/camp ratio on a daily basis as well as the convenience of parents paying for subsequent weeks at the location in which they are dropping their children off for the day), 3) in the past camp has not always been a necessity for many families in the area. The families that need our program, so they can work or look for work, are still utilizing our programs. It’s the families that would send their children to camp as a fun thing to do during the summer that are no longer using our services. For many, this was a nice luxury that they now cannot afford, and 4) the kids that would normally transition into our K2 program (for kids 12 to 15) are now staying home or doing other things. Some of the fun events that have taken place in July are: Magician Show, Wild Waves, movies, Point Defiance Zoo, frisbee golf and swimming each week at Mt. Rainier Pool. Staff has done an excellent job at finding low cost activities to do in the Des Moines area.

T-Ball/Coach Pitch League

Our T-Ball/Coach Pitch League ended the season with a total of 177 kids participating in our program. Once the rain stopped, a total of 15 teams were able to play utilizing Field House Park and Steven J. Underwood Memorial Park, practicing one day during the week with

games on Saturday. Some practices were held at Zenith Park. A total of 120 volunteer hours were logged in the month of July.

Missoula Children’s Theater

Parks and Recreation once again hosted a performance by Missoula Children’s Theater. This year’s theater camp performed an adaptation of Robinson Crusoe at the Des Moines Field House. Forty-seven participants rehearsed from July 19-22, and finished their week with performances on Friday, July 23<sup>rd</sup> and Saturday, July 24<sup>th</sup>. The cast played to a crowd of 92 on Friday evening and 72 on Saturday afternoon. This event was made possible by generous funding support from 4Culture.

South Sound Diamond Skills Baseball Camp

Recreation’s new South Sound Diamond Skills Baseball Camp was well received by the public. The camp, hosted July 26-29 at Mt. Rainier High School, provided instruction by Milwaukee Brewers scout Brandon Newell to 50 participants split into two age divisions. Other instructors featured at the camp were Mt. Rainier High’s Darren Rawie and Newport High’s Hal DeBerry. Young ballplayers learned skills from proper throwing and fielding mechanics to sliding techniques, and enjoyed a game at the end of each day. Parent feedback was very positive for this first year camp, and the instructors are excited to host another session next summer.

Senior Services Division Statistics – July 2010

	<b>2009</b>	<b>2010</b>
Number of Meals Served	1,060	980
Fee Program Participants	1,050	1,061
Drop In Participants	1,799	1,145
Volunteer Hours	1,071.5	778
Revenue for July	\$5,455	\$6,097

Donated Bus from Des Moines Legacy Foundation

At the July 8<sup>th</sup> City Council meeting, the Des Moines Legacy Foundation presented the City with the donation of a 14 passenger bus to be used by the Parks, Recreation and Senior Services Department. Funds for the bus were raised through the Des Moines Legacy Foundation’s annual Bayside Brunch held every November at Anthony’s HomePort. The bus is a gently used 2006 Ford. The bus has been delivered to the City and with great help and support from City vehicle maintenance staff Rick Prall and Don Leadbetter, the bus is licensed, insured, clean and ready to transport Des Moines citizens. Its first outing was August 6<sup>th</sup> for the senior center’s monthly Out to Lunch trip.

Celebrating Hats

It was a sell-out crowd for our Celebrating Hats fundraiser on Wednesday, July 21<sup>st</sup>! Sponsored by Normandy Park Senior Living, guests enjoyed a delicious meal, a silent auction,

an impressive hat display with hats categorized by theme, style, and even countries from around the world. The grand finale was a hat fashion show of senior center models and a delicious dessert buffet. The event netted \$1,212 for senior programs and services. Staff is already talking about next year’s event which will celebrate purses and shoes.



Computer Classes

Two computer classes were offered during the evening for the month of July. Taught by Brenda Anders, the classes were Facebook and Digital Photography Organizing. Staff is pleased that Wesley Homes has agreed to our use of the computer lab during the summer evening hours.

Business Licenses

New commercial business licenses issued in July 2010:

<b>NAME</b>	<b>LOCATION</b>	<b>TYPE</b>
Rooster Down Tattoo Gallery	22606 Marine View Dr S	Tattoo Studio & Art Gallery

2009 Audit

The State Auditor came on site July 19 to begin the 2009 financial and accountability audit. The 2009 unaudited financial statements were filed on July 22 with the Municipal & Securities Rulemaking Board as part of the City’s continuing disclosure Bond covenants requirement.

2011 Budget

Staff began preparing preliminary labor cost information for the 2011 budget, and updating expenditure budget worksheets for departments.

Eden Financial System

The financial system was upgraded to Eden’s latest version 5.3.1. City Manager approved the purchase of the accounts receivable module. This will eliminate current process of generating manual invoices, and improve identifying outstanding receivables without manually preparing

an aging report. Annual maintenance on the fixed asset module will be suspended due to staff currently not using the module.

**P-Card Program**

Finance hired a consultant to assist with implementing a purchase card (P-Card) program. Staff made a site visit to the Kent School District Administrative offices to discuss their P-Card program. They have significantly reduced their check processing functions by using purchase cards for payment of most disbursements. One of the benefits to using a P-Card program is the ability to be eligible for annual rebates if the annual dollar volume exceeds a certain threshold. The consultant is preparing a due diligence report comparing P-Card programs offered by the City’s current bank and a competitor.

**Revenue Trends**

- May sales taxes received in July 2010 compared with July 2009:

<b>Year</b>	<b>Base</b>	<b>One-Time</b>	<b>Total</b>
May 2010	\$120,281	\$31,703	\$151,984
May 2009	\$122,447	\$11,252	\$133,699
% Chg	(1.8%)	181.8%	13.7%

- B&O taxes received to-date as of July 2010 compared with July 2009 net of refunds:

<b>Month</b>	<b>2010</b>	<b>2009</b>	<b>% Chg</b>
Jan-Jun	\$331,167	\$298,043	11.1%
Jul	64,623	109,908	(41.2%)
Total	\$395,790	\$407,951	(3.0%)

- Real estate excise taxes received to-date as of July 2010 compared with July 2009 (one-month lag in distribution, June REET Rec’d in July):

<b>Year</b>	<b>2010</b>	<b>2009</b>		<b>% Chg</b>
Jan - Jun	\$221,615	\$202,215	*	9.6%
Jul	41,743	44,094		(5.3%)
Total	\$263,358	\$246,309		6.9%

\*Includes \$43,924 related to sale of Puget Sound Energy in 2009

**PERSONNEL**

**Wellness Program**

Due to competing priority HR needs, the Wellness Program was on the back burner for the month of July and will remain so for the month of August. It should be back on track in September.

### WCIA COMPAC Audit

In July staff reviewed the mandatory findings and began work on some of the more low hanging fruit associated with getting our HR practices back into compliance.

### Personnel Manual

The draft of Section 2, General Policies, has been approved by the City Manager and has been disseminated to the employee groups and unions for their input and comments.

### Franchise Agreements

The first draft of the Comcast Franchise agreement has been sent to WCIA for a final review. Staff is working to set a meeting of the Ad Hoc Council Committee for Franchise agreements in September to review the draft with them, after which we will meet with Comcast for a discussion.

### **STATISTICAL COMPARISON ON REPORTED CRIMES**

The following is a comparison between July 2009 and July 2010 and January-July 2009 and January-July 2010.

<b>Offense Type</b>	<b>July 2009</b>	<b>July 2010</b>	<b>% Difference</b>	<b>July 2009 YTD</b>	<b>July 2010 YTD</b>	<b>% Difference</b>
Homicide	0	0	NC	0	0	NC
Rape	3	0	NC	15	5	-67%
Robbery	6	3	-50%	35	29	-17%
Assaults	23	27	17%	138	132	-4%
Burglary	16	20	25%	138	110	-20%
Larceny	47	59	26%	320	361	13%
MV Thefts	17	20	18%	90	96	7%
Arson	2	0	NC	7	2	-71%
Officers Assaulted	0	0	#DIV/0!	1	2	NC
Clearance Adult Arrest	30	3	-90%	219	222	1%
Clearances Juvenile Arrest	7	3	-57%	42	34	-19%
Calls For Service	1,767	1,700	-4%	11,986	10,143	-15%

**NC = Not Calculable**

Contracts signed in July: Resources Global Professionals