City Manager's Office

February 17, 2004

To: City Council

From: City Manager

Re: Monthly Report for January

Highline School District

Based on previous conversations, staff scheduled a meeting in early January to discuss the issue of using Olympic Elementary as an interim school during the construction of Mt. Rainier High School. All parties were reasonable in their expectations and as a result it appears this will be the preferred alternative presented to the School Board. Our interactions with the Mt. Rainier designers continue to be a pleasure. As stated in previous monthly reports the designers of the North Hill Elementary School are taking a totally different approach in their interactions with staff. We received their plan review set in early January. We have also issued the SEPA determination. They still plan to begin construction this summer.

Address Database

Community Development staff continues to capture building footprints to use as a foundation for the master address database. This GIS feature layer will be updated with current house number information. It will also have the capability to hold unit numbers for multifamily residential and commercial buildings.

A prototype map sheet for use in a citywide address book is being developed. A "kick-off" meeting will be scheduled in early February to outline a general plan for the address mapping project.

Subdivisions/ Public Hearings And Related Activity

- Cedarbrook Plat/PUD, 24xx South 240th Street, 29 unit attached SFR townhome subdivision. The Planning Agency reviewed and approved the new modified subdivision request at its regular meeting on February 2nd. Next step, submittal of detailed civil plans and townhome design requirements.
- Tobin Plat, 253xx 16th Ave. S, 6-lot subdivision. Redline comments and correspondence explaining project issues and city requirements related to grades,

frontage improvements and ADA were completed and left at the front counter for applicant pick up in late January.

- Mediterranean Heights, 1211 S 272nd St, 11-lot subdivision. The developer has requested permission to begin interior street improvements. The request has been denied until the developer completes all erosion control measures and exterior street improvements.
- Pacific Place Plat, S 268th Street and Pacific Hwy S, 34-lot subdivision. The first 6 units are under construction. The covenant release has been scheduled for City Council review on February 12, 2004. Staff has completed the Council packet summarizing the issue and forwarded its recommendation.
- Beck-Kombol lot line adjustment; 246th and 26th Avenue South, Clearing and grading of the ROW started in October 2003. Poor weather has hampered progress since then.
- Dettling Short Plat, 23325 14th Avenue South. Civil plans have been approved. The mylar can be signed after the applicant pays the park fees and posts the required bonds for site and street improvements.
- Lakehaven Utility District, Redondo Pump Station #7, 28225 Redondo Beach Drive South, Lot Line Adjustment. Staff met with the applicant and engineer in January. Lakehaven plans to submit revised plans and a request for one or two easements. Staff discussed whether an easement(s) is the preferred option on this site. The City cannot give up interest or ownership on even a small portion of the site without Council approval. It appears that the preferred path is to have the District move their fence/improvements to respect property boundaries. Negotiating an easement or LLA with the City may not be the quick and easy resolution they anticipated.
- Woodmont Short Plat, 1805 South 260th Street (Michael Pochepan). The Mylar and private street maintenance agreement was recorded in December 2003. The applicant is currently working on the street and drainage improvements. Some issues have come up on how drainage is being installed and possible conflicts with sewer.
- Peterson-Downey Lot Line Adjustment, 7XX South 234th Street. Ready for Mylar in October 2003. Staff spoke to Mr. Peterson in December and found out that Mr. Downey wants to reduce the amount of land transferred under the LLA. Mr. Peterson is working on a revised boundary survey – he thinks that he'll submit revised plans within a week.
- Hooper Lot Line Adjustment, 1021 South 232nd Street. Planning and Engineering redlines picked up by the applicant in September 2003. Two building permit plans were submitted in October. The Planning and Engineering Departments met with the applicant in October to discuss inconsistencies between the Lot Line Adjustment and building permit applications and design concerns for the two house plans submitted. Hold notices (for zoning and design review) were sent out for the building permit applications. Waiting for a revised lot line adjustment submittal to match up with long-term build out plans.

Commercial Project Review

- Oh Casino 258xx Pacific Highway South, 14,000 square foot Casino and Restaurant- Staff met with the architect in late December to review some site planning issues

prior to formal submittal. The project should be submitted for SEPA and Design review in February.

- Highline Community College, 2400 South 240th Street, 45,000 square foot Student Union Building, The Contractor is almost complete in setting steel to form the exterior skeleton of the building. An issue has surfaced on the addressing of the new building and how that does not have a logical pattern for emergency response purposes. The Fire Marshal and Building Department will present options to the college on how to assign and name not only the new buildings, but also the campus as a whole.
- Highline Community College, 2400 South 240th Street, 88,000 square foot Higher Education Center, The foundation for this facility is substantially complete. A sidewalk plan was submitted to Public Works in late January.
- Highline Community College, 2400 South 240th Street, 14,700 square foot Child Care Center- This building is quickly being framed.
- Zenith Viewpointe, Unclassified Use, mixed use condominiums/office space; 23659 Marine View Drive S. Findings and resolutions are scheduled for council review on April 8, 2004. Drafts are due to City Attorney mid-March.
- Ohrt, 218xx 20th Avenue South, 2.2 acre office/warehouse development, Some progress on foundation footings and perimeter retaining walls is occurring, but it is still slow going because of the poor weather and soils.
- Cooper triplex; 26XX S 240th Street. Planning review is complete. The project is now being reviewed by the Building Department.
- Rainier Truck; 24225 Pacific Highway South, Applicant submitted design review requirements; staff is reviewing for completeness and accuracy.
- Water District 54, 21660 11th Ave. S, Building plans for phase 2 construction have been approved. The applicant is moving slowly. Staff will continue to monitor to ensure landscaping is fully installed and inspected. Issues have also surfaced regarding requirements for undergrounding power.
- Canopy World; Site Redevelopment, 22820 Pacific Highway South,. A building permit application has been filed on this project and routed to all plan checkers. Planning staff noticed improvement from previous submittals, but has not conducted a complete review. Site is also on a hazardous materials watch—information passed on from data compiled while SR-99 redevelopment has been occurring.
- Samoan Christian Fellowship Church. 19804 8th Avenue South. Staff is waiting for resubmittal from the applicant.

Shorelines/ESA's

- Midway Sewer District- Review and approvals for this project are bogged down at The Corps of Engineers and National Marine Fisheries. With some of the Des Moines Basin plan work now heating up again, the delay of the sewer outfall, in particular the use of the old outfall pipe for storm discharge control, may impact City plans for the basin and bridge.
- 22745 Marine View Drive South (west of Continental Marina) – An addition and substantial remodel of a duplex in the Massey Creek/Puget Sound flood zones. Building permit was ready to be issued in December. Staff met with the applicant,

contractor and owners to explain conditions of the development exception and building permit approvals.

- Taco Time, 809 Kent-Des Moines Road, Commercial Addition in Flood Hazard Zone. The Hearing Examiner will review a development exception application on February 12th. The applicant requested that staff process a native growth protection easement instead of dedicating the property to the City in hopes of receiving their building permit in a more timely manner.
- Comcast Fiber Optic Cable Crossing, 22047 Cliff Avenue South. The environmental mitigation agreement was signed by the applicant. The MDNS appeal ended on January 8th. The Notice of Decision/Application for the shoreline permit will be published for two weeks in January.
- 223XX 15th Avenue South – Development Exception application for a new single-family residence located in a wetland buffer area and for proposed front yard reduction submitted 3rd week of November. Yard reduction approved with condition that a wetlands enhancement plan is submitted with the building permit application. The wetland enhancement plan was submitted the 3rd week of January.

Code Enforcement
New cases 31
Cases from sweep 0
Cases closed 21
Cases currently open 120
Total new cases, year to date 31
Total closed cases, year to date 21

Building Division
Permit Activity for January 2004

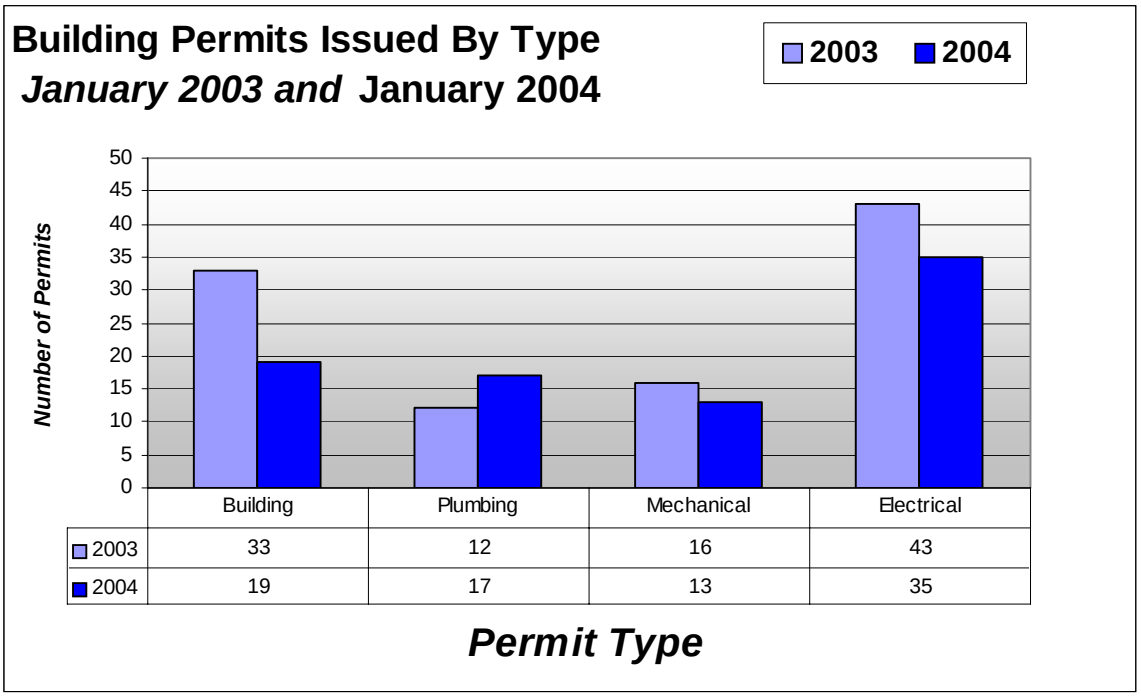
84 permits issued:

Building Permits:	19	Average Fee:	$1,051.00
Plumbing Permits:	17	Average Fee:	67.00
Mechanical Permits	13	Average Fee:	70.00
Electrical Permits:	35	Average Fee:	158.00
Total revenue for January 2004:			**$203,744**

Compared to same period last year:

104 permits issued:

Building Permits:	33	Average Fee:	$1,236.00
Plumbing Permits:	12	Average Fee:	60.00
Mechanical Permits	16	Average Fee:	85.00
Electrical Permits:	43	Average Fee:	144.00
Total revenue for January 2003:			**$154,117**



The building division conducted 373 inspections this year compared with 366 inspections last year.

This year's permit total is 84.

Grocery Store Study

Staff is putting together a small contract ($3,500) with Frank Ferren, a grocery industry expert, to analyze if the Des Moines trade area could support a high-end grocery store, such as a Whole Foods, Larry's market, or PCC. Mr. Ferren has over 25 years of experience in the grocery industry and is the recognized expert in the Seattle region on grocery store location analysis. Once the analysis and report are complete (some time in mid to late March), the City can decide if it wants to take steps to attract this type of business as an anchor-type project on Highway 99 or downtown re-development.

Retail Development Study – Marina

The Harbormaster and the Assistant City Manager are working with a retail development consultant to identify retail and office businesses that would be viable within the Marina. This effort will also provide a conceptual retail building design. Councilmembers may recall that a similar effort was undertaken at the time the Quartermaster property was acquired. This new study will identify likely building tenants and build upon the work done previously by land use planners. Ravenhurst Development has extensive experience in developing retail centers, including Westlake Mall (Seattle), Cascade Mall (Burlington), Aurora Village (Seattle), and the expansion of Everett Mall (Everett). This information will be useful to the City Council during discussion of future use of the underutilized areas on the Marina floor.

Redondo Boat Launch

During January, soil amendments and plants were installed in the landscape areas. The plants have generated many compliments because they are giving the parking lot a more finished look.

We are continuing to refine some of the electrical plans in order to achieve the desired functions while keeping expenses within budget. The team is attempting to create a "top-notch" facility that will be functional, durable, and beautiful. Building permits were issued for the landscape arbors, and the City Council authorized staff to incorporate these structures into the project plans. The concrete foundations for the arbor columns were installed and we are now awaiting the construction of the concrete columns. We have contacted King County regarding that agency's allocation of $20,000 for the arbors, but we have not yet received those funds.

The subcontractor responsible for the concrete work missed some good weather days during the last two weeks of January. Ohno Construction gave the subcontractor the ultimatum necessary to get that crew back onsite. The concrete work is now proceeding swiftly.

There still remain some unsuitable soils at the east end of the parking lot. Our options at this point are: 1) do not pave the east end of the parking lot (except with gravel) until late summer so the soils can dry thoroughly; 2) pave the lot with a coarse, temporary layer of asphalt to determine where failures may occur, then take corrective action in those areas and apply the final asphalt paving in the summer; or 3) remove the unsuitable soils now, import structural fill, and complete the project as planned. Option 3 seems to be the best solution and we will be exploring the costs that we would incur. Poor native soil conditions are a problem we face with nearly every construction project. To date, $10,000 has been spent removing unsuitable soil at the Redondo parking lot.

Presently, the project budget includes an electronic pay station within the parking lot but not the electronic gate system originally envisioned. Without electronic gates, some patrons will choose to not pay the required parking fee. Enforcement by the Police Department will be required. Administration would like to examine the revenue implications associated with installing an electronic gate system now. Similarly, our $5 parking fee for boat trailers is a bit below market and rates could easily be increased to $7-8. As has been explained to Council in the past, Administration intends to initiate a modest parking fee at Redondo for single vehicles. We expect this fee to be not more than $1 per hour.

Some of the Marina bond proceeds originally earmarked for the dry-stack storage facility could instead be used to purchase the gate equipment. Conduit for a future gate system has been installed. If the increase in revenue that would be realized exceeds the corresponding debt service, staff will seek Council approval for this change.

Salmon season opens again in our area February 14, 2004. If concrete work in the ramp area is complete by then, we intend to open the ramp only. Boaters would park on surface streets in the area.

Field House Improvements
Closeout paperwork and payments were handled during January. The Field House basement has remained dry throughout our rainy season. The new sidewalks and ADA ramps look good. In order to maintain the historical character of the building, black pigment was added to the concrete to give it an aged look.

Des Moines Memorial Drive Advisory Committee
City staff reviewed the draft Cultural Enhancement Plan for Des Moines Memorial Drive (DMMD). Substantial revisions are needed before the document is ready for public review. The project historian has found volumes of information and evidence that DMMD was a fundamental part of the Highline history. The road began at the 14th Avenue Bridge over the Duwamish River and ended at Marine View Drive and South 227th Street. Mosquito Fleet ships arrived at Des Moines at the 227th Street pier. Historians believe that Marine View Drive in downtown Des Moines was formerly named "Des Moines Way".

Comprehensive Plan: Amendments
A schedule for the 2004 Comprehensive Plan amendments was prepared. The Growth Management Act (GMA) requires that Des Moines "review and update" our Comprehensive Plan and development regulations by December 1, 2004. The most-significant changes will involve State requirements to incorporate "best available science" in the protection of environmentally sensitive areas.

Shoreline Master Program Rewrite
As announced during Council review of the 2004 budget, Des Moines did not receive the Department of Ecology (DOE) grant for this project. However, we were recently notified by DOE that one grant recipient would not be completing their rewrite, and therefore grant funds were available for Des Moines ($78,000). The terms of the grant specify that the Shoreline Master Program rewrite be completed by June 30, 2005. The Community Development Department expressed a desire to oversee this grant project.

Cable TV PEG Upgrade
The RFQ for this project was issued during January. The deadline for submittals was February 6, 2004. Four proposals were received.

Warrant Pilot Program
The warrant project that several courts within King County have been working on for the past year is now in effect. As a review, the program, as authorized by statute and administered by the Administrator of the Courts allows one court to quash another court's warrant when a defendant shows up in the second court upon certain conditions. First, a court will not quash another court's warrant if the amount is over $10,000 bondable or $1000 cash, nor will a court quash another's warrant if it is a domestic violence offense or a DUI charge. The program went into effect in January 2004. The courts that are participating at this time are: Auburn, Des Moines, Kent, Renton, and Lake Forest Park. It is expected that Kirkland and King County will be signed on within the next 90 days. The purpose of the program is to save incarceration costs and officer transport costs for

minor offenses. This program has a good chance of spreading beyond King County if the savings are sufficient.

On a related note, because Tukwila is not signed on the Warrants Pilot Program, that court does not quash another court's warrant, even though Tukwila handles Des Moines cases and Des Moines does participate in the program. When we have our own video capabilities, we can be fully involved in the Warrants Pilot Program which could help this program to grow intra-county.

10th Avenue Culvert Replacement and Intersection Improvement Project
Construction of the project started July 15, 2003. The project was completed January 31, 2004. Although the final cost has yet to be determined, the project appears to be just 3.2% over the original contract price despite a couple of significant change orders. Excluding the Highline Water District and Midway Sewer District work, the City's final cost was just 1.8% over the original contract price.

Pacific Highway South Project
Power outages due to snow and ice throughout the Puget Sound region resulted in the Puget Sound Energy (PSE) crews being pulled off the project for a short time; however, they were back on the project before mid January. The utilities and Ceccanti have agreed to split the project into two sections for the utility undergrounding work. The section of the project south of 224th Street will be completed and "energized" by all of the utilities in the first phase. PSE has provided a punchlist of items for Ceccanti to fix in the south section. Ceccanti has completed most of this work, and both Qwest and PSE have begun to pull wire into the new conduit system. Once the system is complete and energized, final notices will be sent to the property owners requiring them to connect their services to the new system.

In January, PSE also worked on lateral relocation of the tall high voltage power poles on the north end of the project. Ceccanti continued installation of the underground utilities on the north end of the project. Construction continues on the retaining walls in front of Pine Terrace Trailer Village, the Legend Motel, and Bjorneby's Collision 1. Ceccanti is doing drainage work on the west side of the road as well as installing many of the drainage crossings.

There are currently several small change orders under negotiation with Ceccanti and with Puget Sound Energy. Most of them relate to changes in utility locations as a result of unanticipated underground conflicts, and changes related to recent settlements in right of way acquisitions. In December a meeting was held between Ceccanti, City staff, and many of the design consultants to review the project aesthetics. An effort is being made to evaluate any opportunities there may be for inexpensive or no-cost aesthetic improvements to the project that would add significant value to the overall product. This group identified a list of areas where there might be opportunity, and the consultant is currently investigating potential costs to bring back to the group.

Activity Center Turn Lane Restriping
A very small amount of shoulder overlay and lane restriping will be done on South 216th Street in front of the Activity Center. A center turn lane for westbound motorists turning into the Activity Center will provide greater safety and additional vehicle queuing area. The shoulder overlay portion of the project has been completed. Striping should be completed the first half of March, depending on the weather.

S. 212th Street between Des Moines Memorial Drive and 7th Pl. South
Due to a washout resulting from a Highline Water District main break, the roadway is out of service. Staff is looking at various options to bring the matter to a conclusion, including permanent closure, complete reconstruction, one-way operations, etc. An engineering consultant has recommended closure. This issue was presented to the PS&T Committee on February 5, 2004. Per the committee's request, a public hearing was scheduled for February 12th and a draft ordinance for closure presented to Council at that time. Staff will be working with Highline Water District to resolve the issue after receiving direction from Council.

January Snow and Ice
Snow and ice events the first of January included plowing and sand applications. Crews worked late nights and early morning to clear and keep roads open the best they could. Along with the snow problem, freezing rain cause a lot of trees and limbs to come down. The crew spent the better part of a week clearing and cleaning up limbs and branches from the right-of-way areas. As information, 136.5 tons of sand was used.

Equipment Purchases
Equipment Rental has started ordering all 2004 replacement requests. The two Community Development pickups have been ordered along with one new Parks pickup and riding mower. The Public Works Camel flush truck was also ordered and will take the longest to arrive, which will be about five months.

Police Personnel
Chief Roger Baker officially joined our department on January 5th and despite having to cancel his swearing in ceremony on January 7th because of inclement weather and power outages, it has been smooth sailing ever since. Members of the department are excited about the future of the department and the direction and leadership Chief Baker will provide.

Community Service Officer Update
Community Service Officer Seaberry reports plenty of community service and crime prevention activities to start out the new year. The monthly Apartment Manager's meeting, which was hosted by Victorian Court Apartments, had a guest speaker from the Rental Housing Association of Puget Sound. The speaker talked with the group about the association and creative marketing ideas. Next month's meeting will be hosted by Des Moines Police Department with a drug awareness class for managers, leasing agents and maintenance staff. CSO Seaberry has also been working on updating the business contacts on file. As she is updating the contact information, she is also signing businesses up on our criminal trespass program. In addition, she is also getting contact

information for all property management companies in the City. A meeting with the Parkside Elementary PTA allowed CSO Seaberry an opportunity to introduce the idea of a School Watch. A School Watch is similar to a Block Watch with the exception that the school starts the program and the school property is the focal point. The group was excited about the idea but needed to speak with the principal of the school to get the approval. She was also asked by the PTA to conduct a security survey of the school so they could address some landscaping concerns with the school district. The group also discussed the speed trailer and things the PTA could do to encourage motorists to slow down in the school zones. CSO Seaberry also spoke with residents from Judson Park regarding identity theft and how to protect oneself from fraud. CSO Seaberry also spoke with a group of Girl Scouts about personal safety. This was a follow up to the self-defense class they attended about a month ago. They discussed being alert and aware of your surroundings and trusting your instincts. On top of all this, CSO Seaberry conducted ten child safety seat inspections, read to 19 students at Parkside Elementary during Des Moines Police Reading Club, processed applications for concealed weapon permits, conducted vacation house checks, and sent out follow-up letters to crime victims.

Statistical Data on Reported Crimes

The following is a comparison between January 2003 and January 2004. Included are a year-end total for 2003 and a running total for 2004.

Offense Type	**January 03**	**January 04**	**% Difference**	**2003 Total**	**2004 YTD**
Homicide	0	1	+100%	0	1
Rape	2	0	-100%	14	0
Robbery	2	2	0%	28	2
Assaults	23	14	-39%	287	14
Burglary	16	17	+6%	202	17
Larceny	45	63	+40%	518	63
Arson	0	2	+100%	1	2
Motor Vehicle Theft	33	36	+9%	289	36
Other Statistics:					
Officers Assaulted	1	0	-100%	7	0
Clearances Adult Arrest	25	20	-8%	320	20
Clearances Juvenile Arrest	0	5	+100%	50	5
Calls for Service	1,915	1,935	+1%	22,823	1,935

Westcot Case
The City Attorney, as lead counsel on the state court LUPA appeal, completed oral argument in Wescot's appeal to Court of Appeals, requesting affirmation of the Superior Court decision and relief for the City's attorney fees and costs. The Court of Appeals indicated a very favorable response to City's position.

Public Disclosure Case
In the continuing saga of a public disclosure appeal involving disclosure of records in a sexual assault case where the victim was a minor child, the Court of Appeals received numerous amicus curiae briefs, most of which were in favor of the City's position. An amicus curiae ("friend of the court") brief is filed in an action where a person has a strong interest in the subject matter; in this case, release of information regarding a minor child involved in a sexual assault who had asked for nondisclosure.

Hearing Examiner Code Revision
The Legal Department continued to refine a draft ordinance revising code compliance rules of procedure for use in civil violation matters. This ordinance creates a quasi-judicatory hearing examiner system, which is more efficient than the current system for the enforcement of civil violations, and will be presented to the City Council for approval or revision in the near future.

Park Construction Grants
Approval for a grant seeking funds from the Interagency Committee for Outdoor Recreation in the amount of $75,000 is expected in early April. The funds will match both City funds and King County grant funds for ballfield lighting at Steven J. Underwood Memorial Park.

Staff received contracts for two 2004 King County Youth Sports Facilities Grants awarded as part of King County's 2004 budget process. The grants match 2004 City of Des Moines Capital Improvement Funds for the following projects:

1) Steven J. Underwood Memorial Park (ballfield lighting to extend hours of use on the fields). This project was co-sponsored by South Highline Little League ($3,000 donation made to the city).
2) Midway Park Expansion (youth sports field on Puget Sound Energy property to provide a safe play area for low-income youth). This project was co-sponsored by Puget Sound Energy, ACORN and Des Moines Midway Soccer Club.

The above projects are proposed in the 2003 Parks, Recreation and Senior Services Master Plan and 2004 Capital Improvement Plan.

Des Moines Beach Park – Master Plan Update
Project Management Northwest has been contracted to update the 1987 Des Moines Beach Park Master and Plan and relevant components of the 1989 Des Moines Beach Park Historical Study to evaluate future park and building uses and waterfront improvements. All buildings, park amenities and walkways will be assessed for required improvements. Recommendations for redevelopment options for Overlook II as the

visual entrance of Des Moines Beach Park and waterfront areas, as well as recommendations for solutions that will optimize available facilities for the future required uses, interrelationship and connectivity to other city facilities including Des Moines Creek Trail, Des Moines Marina and Overlook II have also been requested.

Mt. Rainier Pool

Mt. Rainier Pool Contributors and Owners (Des Moines, SeaTac, Normandy Park, and Highline School District) held a Pool Re-Opening Celebration along with King County and contracted new pool operators Aquatic Management Group (AMG) on Saturday, January 10th. The event was well attended by local dignitaries, representatives of AMG and the swimming public. The re-opening ceremony was followed with a free public swim from 1:00-5:00 p.m.

Recreation Program Update

January Revenue	Year-to-Date	2003 YTD
$27,367.56	$27,367.56	$27,958.44

Recreation Department

Scholarship Funding

We are encouraged by the scholarship funding allocations for 2004 from organizations including:

Windermere Foundation	$6,000
City of Des Moines Human Resources	$4,000
Des Moines Rotary Club	$3,000 - $4,000
Des Moines Legacy Foundation/ Dollars for Scholars (Sports Night)	$4,000 - $5,000+

This estimated funding of $17,000 - $20,000 will allow underprivileged children the opportunity to participate in programs such as Camp KHAOS, Before & After School Programs, the Youth Basketball Program, as well as other specialty programs and classes.

Youth and Teen Basketball League

Our 2003-2004 Youth and Teen Basketball League has approximately 500 children participating on 55 different teams. Participants range from Kindergarten through 10th grade and all teams are coached by volunteer coaches and sponsored by local businesses. Games are played at the Des Moines Field House, Pacific Middle School, Olympic Elementary School and Totem Junior High School and practices are conducted at numerous facilities throughout the greater Des Moines community.

Senior Center Division Statistics – January 2004

	2003	2004
Number of Meals Served	783	641
Fee Program Participants	585	226
Drop In Participants	1,302	1,651
Volunteer Hours	1,563	1,854
Total Revenue for January	$7,156	$7,288

Power Distribution System Upgrades

The design engineers for the Marina Electrical System Upgrades Project have delivered the final draft of the plans and construction documents for staff review. The staff is reviewing the plans and making the final decisions on the phasing of the project. The SEPA/Shoreline permit process will start as soon as the issues regarding the ownership of the stairway are resolved. The staff has applied for the permits that will be needed from the Corps of Engineers and Washington Dept. of Fish & Wildlife for the small amount of work to be done on the floating docks. Presently, the schedule calls for starting the project in late March and completing this phase by early June.

Expanded Guest Moorage & Bulkhead Replacement Project

The contract with the consultants for the design, engineering and permitting phase of this project has been signed and the kick-off meeting for this project was held on Feb. 4. The consultant, Moffatt & Nichol Engineers, has set an aggressive schedule for this phase of the project. In February the design team plans to complete the geotechnical field work and the geotech analysis report, begin the numerical modeling of the wave conditions in the Marina entrance, and develop design options for the guest moorage basin. The consultant would like to complete this phase of the project by late May or early June.

Upgrades to the Boat Repair Yard Building

Marina staff finished the cost estimates for the needed upgrades to the boat yard repair facility in January and reviewed them with the City Manager. Bringing the main building into compliance with the current fire, electrical and building codes will require a four-hour firewall that is estimated to cost about $13,000. Because of it's location, the wall will have to be constructed using a special steel and sheetrock system, and the wall will have to be installed by a contractor that is certified by the manufacturers of the system. Other required upgrades include enlarging the restroom to ADA standards and some minor electrical work. Staff plans to hire a contractor to paint the building (estimated cost $4,500) and another contractor that specializes in metal roof coatings to coat the existing metal roof (estimated cost, $4,800). All of the upgrades, including plans and permits are estimated to cost about $31,000.

Staff is also planning to upgrade the travel lift pier by adding a ships ladder that can be raised and lowered to allow boaters using the travel lift to get off their boats before the boat is lifted out of the water. Currently, the boat repair yard crew uses an extension ladder to get people off of boats. The fabrication and installation of the ships ladder is estimated to cost about $26,000.

The total estimated costs for all of the upgrades at the boat repair yard are expected to cost between $55,000 and $60,000. The City Council allocated $100,000 for this purpose in the current CIP.

Contracts signed in January:

- A one-year renewal of the existing contract with AMEC Earth & Environmental for continuing the underground fuel tank leak - soil/groundwater remediation work at the Public Works yard. The contract is for $16,492 and includes remediation system maintenance and operation and Department of Ecology required groundwater testing.
- Park Maintenance Performance Audit (Efficiency Study) with Financial Consulting Solutions Group, Inc.
- 2004 Custodial Contract for City Buildings
- Des Moines Beach Park Master Plan with Project Management Northwest
- Steven J. Underwood Memorial Park $50,000 Grant, Contract for Services with King County
- Midway Park $50,000 Grant, Contract for Services with King County
- A contract with Moffatt & Nichol for the design, engineering and permitting phase of the Expanded Guest Moorage and Bulkhead Replacement Project was signed in January.

Contracts to be signed in February

- Cross Electric - Phase II Electrical Design and Construction - Power for Steven J. Underwood Park

Bids, RFP's and RFQ's to be issued in following month (February):

- An RFP will be issued for the design and inspection services for the Woodmont Culvert Project.
- Kent-Des Moines intersection with City of Kent for construction on Pacific Highway Project.
- Midway Park Landscape Design Consultant
- Staff expects to request bids for the Electrical System Upgrades Project in February.