

# *City Manager's Office*

December 28, 2004

To: City Council

From: City Manager

Re: October Report

## Audit 2003

Auditors returned on site to complete their audit. The Management's Discussion & Analysis and note disclosures were all completed during the month. The GASB 34 implementation required a lot of effort to achieve, but was worthwhile to receive a clean opinion from the State Auditor. The exit conference with the State Auditors is scheduled in November. Remaining items include filing the Single Audit Data Collection form and filing audited financial statements with the Nationally Recognized Municipal Securities Information Repository in meeting the City's requirement for secondary bond disclosure.

## Financing/Revenues

October's yield with the State Local Government Investment Pool (LGIP) was 1.71%. Keybank's Public Money Market Savings Account's yield increased twice during the month of October with final yield at 1.70% as of October 12. The FOMC met on September 21, 2004 and raised the federal funds rate 25 basis points to 1.75%. The LGIP follows the federal funds rate due to the short-term focus of the fund and the yield is increasing as a result of the federal tightening. Two securities were purchased in October: 1) \$250,000 FNMA was purchased at a discount with an effective yield of 2.50% maturing May 4, 2006, and 2) \$99,000 Certificate of Deposit was purchased with a yield of 2.95% maturing October 28, 2005.

## Credit Cards

Credit card merchant account applications have been submitted to Keybank for the Community Development and the Police Departments. Still pending is Keybank's plan to evaluate the city's credit card transaction volumes in order to provide a rate review.

## Police Personnel

Effective 10/16/04, Officer Cathy Bumpus was award her Master Police Office title in the area of Domestic Violence. As part of the MPO Program requirements, MPO Bumpus also attained her instructor rating in the area of Domestic Violence. She has already taught one class on the topic of a first responders guide to domestic violence.

MPO Paul Guest has been at the Criminal Justice Training Commission (CJTC) Academy as a TAC Officer for the last three years. Effective the end of October, his term ended and he returned to patrol. Paul enjoyed his time at the Academy but is excited to be back with his fellow officers in the department.

Because of the vacancies created by MPO Paul Guest and other officers returning to their respective agencies, the CJTC posted several available TAC Officer positions. MPO Bill Shepard applied for and was awarded a TAC Officer position with the CJTC, starting the first of November. He will be appointed to the CJTC for three years.

#### Special Olympics Tip a Cop Event

On 10/2, officers from around the state participated in a Special Olympics Tip a Cop event at Red Robin Restaurants. Money raised during the event supports the Special Olympics Law Enforcement Torch Run Campaign. Employees from agencies throughout Washington State gathered at 30 Red Robin Restaurants to help raise a total of \$71,216. Chief Roger Baker, Commander John O'Leary, Animal Control Officer Jan Magnuson, Community Service Officer Tonya Seaberry, Master Police Officer Matt Henry, Master Police Officer Cathy Bumpus, Officer Casey Cunningham, Officer Andrew Miller, Chaplain Lew Cox and Senior Secretary Terryann Cormier were at the Des Moines Red Robin assisting the wait staff with drink orders, delivering food, and clearing tables. A fun time was had by all and we are proud to announce we raised a total of \$1,833 for Special Olympics.

#### Community Service Officer Report

During the month of October, Community Service Officer Tonya Seaberry conducted safety socials at the Newport and Saddlebrook Apartments. The meeting at the Newport Apartments was the first meeting in over 5 years at that complex. The meeting was very well attended and residents were very excited about having an opportunity to meet. The meeting at the Saddlebrook was the first safety social with the new management and unfortunately there was a minimal turnout. CSO Seaberry also reports completing two CPTED (Crime Prevention through Environmental Design) Inspections this month. They were at Edgecliff Apartments and a follow-up at Hidden Harbor House. During October CSO Seaberry also participated in a blockwatch revitalization meeting for a group in the Woodmont area. Half the neighborhood showed up to discuss crime prevention and learn about current crime trends in the area. CSO Seaberry also reports attending the PSN Community Gun Symposium, meeting with the ECAP Program and attending the Highway 99 Stakeholders meeting.

#### School Resource Officer Report

School Resource Officer Barry Sellers reports October to have been an extremely busy month at Mt. Rainier High School. He reports dealing with fights, thefts, drug and alcohol issues but also reports these issues to be fairly common during this time of year with the new ninth grade students in attendance. SRO Sellers also reports he attended an excellent three-day seminar in Seattle sponsored by the Federal Government on school safety and safety plans. He states he was able to bring back some new ideas, some of

which they have already implemented. SRO Sellers also completed a preliminary CPTED review of the new building plans for the high school.

Statistical Data on Reported Crimes

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

<b>Offense Type</b>	<b>October 03</b>	<b>October 04</b>	<b>% Difference</b>	<b>2003 Total</b>	<b>2004 YTD</b>
Homicide	0	1	+100%	0	2
Rape	1	2	+100%	14	10
Robbery	0	3	+100%	28	40
Assaults	27	16	-41%	287	247
Burglary	15	13	-13%	202	217
Larceny	37	53	+43%	518	560
Arson	0	0	0%	1	7
Motor Vehicle Theft	22	36	+64%	289	321
<b>Other Statistics:</b>					
Officers Assaulted	0	1	+100%	7	4
Clearances Adult Arrest	28	28	0%	320	306
Clearances Juvenile Arrest	3	2	-33%	50	55
Calls for Service	1,849	1,851	+1%	22,823	19,673

Marina Lawsuit

On October 13, 2004, outside WCIA counsel, in association with the City Attorney, filed a motion to publish with Washington Court of Appeals Opinion, previously unpublished, in the case of *Des Moines Marina Association v. City of Des Moines* (1st action).

Counsel was of the opinion that having a Published Opinion addressing the constitutionality of differential rates or license fees for public services for residents and non-residents would provide useful guidance to other public agencies. Des Moines' motion was heard and granted by the Court of Appeals. The September 27, 2004 original Opinion was published on October 25, 2004.

Also, the Des Moines' Marina Association's Motion for Reconsideration filed in the above matter with the Court of Appeals on October 18, 2004 was denied by the Appellate Court on October 28, 2004.

### Jail

In October the JAG (Jail Advisory Group) came to a resolution with the Yakima Jail Interlocal Agreement, in regards to the request for a reduction in beds at Yakima Jail and Yakima County wanting to charge the 35 cities for additional therapeutic costs. The JAG and Yakima have been in ongoing negotiations for the past year and the 35 cities will see an overall savings of 1.3 million dollars in reduced bed costs for Yakima. The City of Des Moines will save \$33,500 in jail savings of the 1.3 million dollars. This savings is due to a price reduction on unused beds. In addition, Yakima County wanted the 35 cities to pay for therapeutic costs, which was about \$88,000 a year. The JAG argued that we were already paying \$5.00 for medical services and that the therapeutic costs would be a new costs for the cities. An addendum interlocal agreement reflecting the new prices for unused beds will be on the December 9<sup>th</sup> Council agenda.

### Highline School District

Things are progressing on the new Mt. Rainer High School project. We have issued a SEPA Mitigated Determination of Nonsignificance (MDNS). The appeal period will conclude on November 29, 2004.

Regarding the Olympic Elementary Interim School site, plans have been routed for SEPA and Design comments. Staff continues to work with the applicants to discuss the ever changing plans and issues.

North Hill Elementary School construction continues. The roofing system and ground plumbing have begun.

### Subdivisions/ Public Hearings And Related Activity

- Cedarbrook Plat/PUD, 24xx South 240<sup>th</sup> Street, 29 unit attached SFR townhome subdivision. Council is scheduled to review the final plat on December 9, 2004.
- Graceview Planned Unit Development, South 234<sup>th</sup> & Kent-Des Moines Road, 27-lot PUD. No change. Developer is trying to sell the preliminary PUD to another developer.
- Tobin Plat, 253xx 16<sup>th</sup> Ave. S, 6-lot subdivision. Construction related to this project is now being deferred until spring 2005.
- Mediterranean Heights, 1211 S 272<sup>nd</sup> St, 11-lot subdivision. Applicant is slowly installing plat improvements. Applicant is now working on interior site improvements. No final plat has been filed.
- MacFarlane Homes Short Plat, 625 S 240<sup>th</sup> Street. Waiting for building permits for individual homes. Applicant previously indicated that permits would be filed around August 10th.
- Sunset Gardens 12 lot subdivision; 25416 22<sup>nd</sup> Avenue South. No change. Staff is

waiting for developer to submit civil plans and post a bond.

- Mitchell (Old Beck-Kombol lot line adjustment), 246<sup>th</sup> and 26<sup>th</sup> Avenue South. Building permits for six of the seven homes were issued in August. The builder is trying to purchase the seventh lot for a new single family residence.
- Woodmont Short Plat, 1805 South 260<sup>th</sup> Street (Michael Pochepan). Houses and ROW improvements under construction.
- Grande Family Trust Short Plat, 23127 Marine View Drive South. 3-lot short plat. This short plat will remedy a nonconforming situation where there are now three Single Family Residential houses on two properties. The application was submitted on August 2, 2004. A notice of complete application was sent on August 27, 2004 and the public comment period ended on October 8, 2004. All department comments for the short plat and civil plan review were received on September 2, 2004. All comments and redlines were forwarded to the applicant during the second week of September. Revised Civil Plans, Survey and Street Maintenance Agreement submitted October 27<sup>th</sup>. The review deadline for all departments was November 12<sup>th</sup>.
- Harrison Short Plat, 19702 8<sup>th</sup> Avenue South. 2-lot short plat. A complete application was submitted on September 21, 2004. A notice of complete application was sent out and the public comment period ended on October 13, 2004. Redlines/Comments picked up October 13<sup>th</sup>. The applicant's engineers are working on revisions.

#### Commercial Project Review

- Walgreens, 23003 Pacific Hwy. South. Building permit application was submitted and routed the first of October. Zoning review has uncovered plan changes from design review that are being evaluated. Wall height, light and air space for future building construction and property line location, and signage are issues that are being further researched.
- WAMU at Redondo Square, 16xx South 272<sup>nd</sup> Street. Inspection complete and approved for final. Some existing hardware is in the process of being changed for the Building Division to final. Project is essentially complete.
- Oh Casino 258xx Pacific Highway South, 14,000 square foot Casino and Restaurant, Conditional design review approval granted
- Highline Community College, 2400 South 240<sup>th</sup> Street, 88,000 square foot Higher Education Center, Development Services has approved landscape, irrigation, and parking. Landscape is exceptionally full and diverse.
- Ohrt, 218xx 20<sup>th</sup> Avenue South, 2.2 acre office/warehouse development, Parking and off-site paving is complete. Building is weathered-in and storm system is now tied-in downstream.
- Rainier Truck; 24225 Pacific Highway South, Building permit has been approved by Development Services. It appears that the City of Kent and the applicant are getting closer to reaching terms on the cost of in-lieu frontage improvements. On the other

hand, ROW acquisition for utility structures related to Hwy 99 improvements may require condemnation, which is causing some consternation.

- Cingular Cellular antennae application, Des Moines Field House; Applicant has called for landscape final. Zoning inspected and required more time to ensure that hydroseed will germinate and cover fully.
- Canopy World; Site Redevelopment, 22820 Pacific Highway South. No change. Building permit is approved and issued.
- Samoan Christian Fellowship Church. 19804 8<sup>th</sup> Avenue South. The developer resubmitted plans with a new parking layout and less seating capacity on September 1, 2004. Planning staff approved the new layout on September 20 and forwarded the building permit to the plans examiner.
- Furneys Nursery, 21215 Pacific Highway South. Design review has been approved. Waiting for applicant to apply for building permits. At the time of building permit submittal, staff is planning a meeting with the developer to discuss future plans for the site.

#### Shorelines/ESA's

- Lakehaven Sewer line Replacement (Woodmont Beach). Project complete and inspected. No serious issues are apparent. ROW inspector will require additional overlay where street was used for project access.

#### Recycling

- The Fall Recycling and Collection Event was held on October 30, 2004. It was very successful, with 528 vehicles dropping off household recyclables. The total number of vehicles for the 2004 residential recycling events (the Spring and Fall Events together,) was 1,140 vehicles. This is twice the number of vehicles that usually participate each year for the regularly scheduled Fall Event.

#### Miscellaneous

- 2004 Shoreline Master Plan update: The City of Des Moines has been awarded a grant to update its 1988 Shoreline Master Plan. Adolfson Associates have been chosen as project consultants for the SMP. Staff is working closely with them and the Department of Ecology on the first phase of the project. Staff conducted a field reconnaissance of parts of the shoreline in early October. The first public open house meeting for the Shoreline Master Plan was held on November 1, 2004. There was also a public meeting of the Planning Agency held on the same day, at which staff presented the draft inventory and characterization report to the Agency for comments. Public participation in the meeting was fairly low, possibly due to the weather and the election. Comments were due by mid-November so that staff can turn over any revisions to the Department of Ecology by the deadline on December 1 for the inventory & characterization report.

Flood Hazards Code

Staff is working on a draft ordinance to revise the Flood Hazards Code (Chapter 14.44 of the DMMC) as required by FEMA and the Department of Ecology.

Code Enforcement

New cases 37  
Cases closed 52  
Cases currently open 137  
Total new cases, year to date 373  
Total closed cases, year to date 354

The Code Enforcement Officer attended a monthly code enforcement meeting at Burien. They have begun collecting information on developing an interlocal agreement between the neighboring cities. The interlocal would allow cities to assist each other on major projects.

Building Division

Permit Activity for October 2004

165 permits issued:

Building Permits:	28	Average Fee:	\$759.00
Plumbing Permits:	26	Average Fee:	135.00
Mechanical Permits	45	Average Fee:	91.00
Electrical Permits:	66	Average Fee:	126.00

**Total revenue for October 2004: \$52,050**

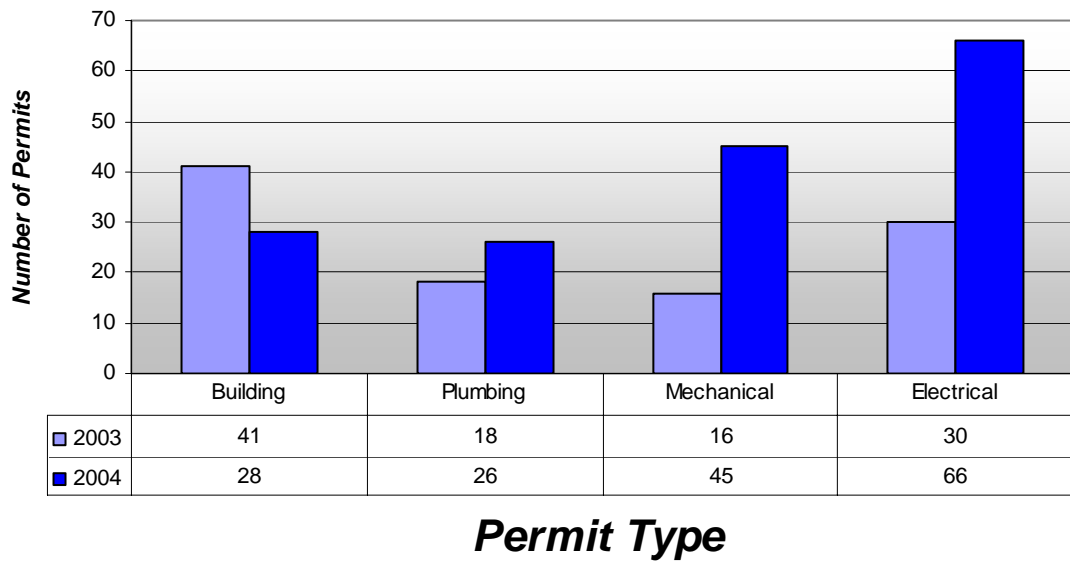
Compared to same period last year:

105 permits issued:

Building Permits:	41	Average Fee:	\$336.00
Plumbing Permits:	18	Average Fee:	83.00
Mechanical Permits	16	Average Fee:	80.00
Electrical Permits:	30	Average Fee:	183.00

**Total revenue for October 2003: \$36,479**

**Building Permits Issued By Type  
Oct. 2003 and Oct. 2004**



Due to the number of inspections, all building personnel are in the field at some time during the week performing inspections. The building division continues to experience unusually heavy workloads.

Highline Community College Student Union Building is moving swiftly and nearing completion. They will be calling for a preliminary walkthrough by the end of November. The Higher Education Building for Central Washington University at Highline is very near completion. Finals for plumbing, mechanical and electrical are underway. The Fire Marshal and Building Official will be conducting a final walkthrough in order to create an “all finals” punch list by next week.

Masonic home Water System

The Masonic Retirement Center submitted a Comprehensive Water System plan so that they could once again supply drinking water from their wells to their expanded facility. The Public Works Director reviewed the document and worked with Masonic Center on organizing a City Council presentation. Just before this Council presentation occurred, the Masonic Center decided to withdraw their water plan and instead use water provided by the Highline Water District.

SR-509

When the SR-509 project is under construction, there will be various traffic revisions and temporary road closures in the segment from S. 188<sup>th</sup> Street to I-5. The Public Works Director attended a meeting with Washington State Department of Transportation employees at which he was able to review and comment on their present thinking on the

construction phasing. Of particular interest to the City of Des Moines is the expected multi-year closure of S. 192<sup>nd</sup> Street between 8<sup>th</sup> Avenue S. and Memorial Drive. Due to the schools and churches in the area, it is very important that truck traffic not be temporarily routed south on 8<sup>th</sup>, but must be directed north and west from the SeaTac warehouses.

#### Marine View Drive Bridge

Staff continues to coordinate the project with all of the involved utilities. Additional modifications have been made to accommodate Puget Sound Energy's gas main and Water District 54's water main. Both utilities now plan to have temporary facilities constructed while the permanent facilities are relocated. Qwest has submitted a utility agreement for the relocation of its facilities (Qwest requests using the City contractor for this work) and Legal Staff is presently reviewing this document.

Re-application for all environmental permits for the project was submitted August 27. A Department of Fisheries hydraulic permit and Army Corps NW27 wetland permits have been received. The Department of Ecology (401) permits and re-concurrence for the Biological Assessment (BA) is expected in early November. Difficulties have been encountered while the project was being reviewed by NEPA officials, resulting in a delay of bidding the project. Due to awareness of placing the buildings of the park on the National Historic Registry, additional consultation will likely be needed with the State Office of Historic Preservation. Staff is working with Park Staff to provide the information needed to complete this review and achieve approval for the project.

The pre-final plans have also been sent to the Washington State Department of Transportation (WSDOT) for their review and all comments are now being incorporated into the plans. If the project can achieve environmental clearance, the project can be bid for construction in mid-November with construction starting in February 2005.

#### 240<sup>th</sup> Outfall Replacement/Woodmont Culvert Replacement Projects

David Evans and Associates have submitted the final design for the 240<sup>th</sup> Outfall Replacement for staff review. If approved, the project will be advertised for bid or bids collected for the Small Works Roster in December/January.

The Woodmont Culvert Replacement project is on hold until staff can evaluate an appropriate alignment. Relocating the culvert drainage to Woodmont Drive was not feasible due to the lack of right-of-way, thus requiring substantial land acquisition or drainage easements along the north shoulder of Woodmont Drive. Staff is reviewing property information for the culvert's original alignment, which may require acquisition of a drainage easement from only a single property (if the easement does not exist already). Likely, this project will need to be deferred until summer 2005 when the weather will be appropriate for this type of construction.

#### Pacific Highway South Project

October saw a marked and exciting change in the appearance of the Pacific Highway South Project as it nears completion. The paving was completed throughout the project. Permanent striping is being installed, although precipitation and temperature are

preventing its completion. The new carpool/business access lane will be opened when striping and signing are completed. All of the new signals are now operational, including a new pedestrian activated signal near the Taco Bell property. Intolight, the lighting provider for Puget Sound Energy, has installed the pedestrian and street lights on the both sides of the highway. However, Intolight and the City have determined that some of the poles have unacceptable paint coating. Intolight has contacted the manufacturer of the poles to submit a paint repair procedure, and the poles are in the process of being repainted. The lights are being put into operation as work proceeds.

Soil preparation for the landscaping was done in late October. Landscaping will be done in November and December when the trees are dormant.

Weekly meetings are continuing between the various project managers for the City, contractor, consultant and utilities. Overall, this project is ahead of schedule and is expected to be completed before the end of the year.

A ribbon cutting ceremony was held on November 16<sup>th</sup> at 2PM in the Bartell Drug parking lot. In attendance were dignitaries, business owners along the project, the consultant, contractor, and subcontractors.

#### Arterial Maintenance

A new chip sealing process was completed in 2003 in an effort to preserve as many streets as the budget allowed in the “good” pavement rating category, and 5.52 miles of streets were chip sealed. Staff is monitoring the chip seal work that was done in 2003 and is working with both the manufacturer of the oil and the design consultant to evaluate its long-term performance. Currently it appears that the chip seal has not properly healed. This may have been caused by improper installation methods, or by a problem with the material itself. A credit was taken for a problem area on Woodmont Drive that did not adhere properly shortly after the installation. The remaining areas are being evaluated, and the consultant has contacted the Contractor to discuss additional work that may be required under the warranty. Although, many of the chips have worn away in some areas, a substantial benefit has still been obtained from sealing the streets. Staff continues to work with the consultant and contractor on this matter.

The Assistant City Attorney has now been involved in discussions with the Contractor, the bonding company, and the oil supplier in an effort to obtain warranty repairs. In August and September meetings were held with the Contractor, legal and engineering staff. A mediation was held with the City, the Contractor, and the oil manufacturer on October 25, 2004. During this mediation, the Contractor accepted responsibility for remedying the situation. The agreement requires the Contractor to propose a remedy by mid-February for construction as soon as weather permits. Meanwhile, the City requested the Contractor fund an interim grind on the Woodmont segment of the chip seal project. This segment is steep and can be slippery in inclement weather. The grind will leave a roughened surface to provide better traction for vehicles. Staff is currently in the process of obtaining estimated costs for this interim grinding work to provide to the Contractor.

### South 216<sup>th</sup> Street / 24<sup>th</sup> Avenue South Signalization Project

KPG continued work on the South 216<sup>th</sup> Street/24<sup>th</sup> Avenue South Signalization Project. Right-of-way (ROW) needs have been established. Staff has contacted property owners to discuss ROW acquisition. Three of the needed strips have been acquired. The final ROW appraisal and agreement are under review by the Port of Seattle.

### Block Grant Projects

DKS Associates has been selected as the design consultant for the South 216<sup>th</sup> Street Pedestrian signal (Wesley Signal). An agreement has been signed, and preliminary design is underway.

### Neighborhood Traffic Control Program (NTCP)

Plans are being developed for the 2004 NTCP selections (8<sup>th</sup> Avenue South (200<sup>th</sup>-204<sup>th</sup>) and 20<sup>th</sup> Avenue South/South 229<sup>th</sup> Street south of Mt. Rainier High School. Petitions will be circulated in the month of November for neighborhood approval of the projects.

### S. 212<sup>th</sup> Street Between Des Moines Memorial Drive and 7<sup>th</sup> Pl. South

Highline Water District has started construction on the South 212<sup>th</sup> Street pedestrian walkway.

### Street Vacations

Staff is currently working on one street vacation petition. It is located down in the Redondo area. Staff has requested input from the affected adjacent property owners in the Redondo vacation area as to what a fair division of the vacated right-of-way should look like. The Redondo applicants have hired a surveyor to prepare maps for staff that show what a fair division of the right-of-way would look like.

### Upgrades to Boat Repair Yard Building

In October the Marina staff sent out bid requests for the Boat Yard Project. The goal of this project is to remove all of the non-compliant storage areas in the building, to install a firewall between the shop and retail area and to rebuild the restroom to make it ADA accessible. Bid requests were sent to four contractors on the small works roster and WRE Construction located here in Des Moines submitted the low bid of \$17,696. The contractor plans to start work in early November with completion expected before the first of December.

### Regular Marina Maintenance

During the off-season the maintenance staff plans to:

- Repaint the walls and repair some of the floor tile and install flush sensors in the south restrooms.
- Refinish the walls and floors in the north restrooms.
- Pressure wash all of the docks including the guest moorage area.
- Pressure wash the railing in the north end of the Marina.
- Scrape and repaint some of the steel trusses in the covered moorages.
- Restripe the parking lots.
- Replace bad deck boards on the docks.

### Des Moines Beach Park Master Plan and Historical Survey Updates

Project Management Northwest (PMNW) has presented two briefings to Council; one in June and one in September. The following recurrent “themes” have been identified as the key plan objectives:

- Celebrate and protect park and building history
- Emphasize the natural environment
- Balance local and regional appeal
- Increase awareness, utilization and accessibility
- Capitalize on waterfront access
- Integrate with Marina, Des Moines Creek Trail, and economic development plans

Strategic options reviewed for the site were:

- 1) **Community Heritage**, which recaptures the historical look and feel, and capitalizes on the rich history of the site and buildings;
- 2) **Financial Focus**, which examines the revenue potential, as well as investment and maintenance costs required for the site and buildings, and
- 3) **Status Quo**, which assesses the implications of continuing to operate the park and buildings in their present condition. These options will be framed to help determine a preferred strategic direction for the site; and will be further summarized later in this paper.

Based on Council input, Project Management Northwest is developing the “**Community Heritage**” option as the preferred option for the Des Moines Beach Park Master Plan and has prepared cost estimates for the rehabilitation of historic buildings located within the park. Progress on plan details; including parking, signage, paths, trails, and Overlook II Park will be reported to Council at the first of the year in 2005.

The reports will relate to present conditions in the park including building deterioration and tie-ins with improvements to the Marina and the Des Moines Creek Trail which are proposed or underway. Council’s focus on economic development in the downtown area will also contribute to the Park’s future uses.

Throughout City ownership, the buildings have been heavily booked with community recreation programs and rentals (receptions, weddings, youth meetings, recreation classes, company picnics, special events, and etc.) especially during summer months. Preservation and National Historical Register designation of this local historical icon would continue to draw tourism and an enhanced interest in our city’s core.

### Smorgasbord Reunion at Beach Park

In a continued effort to educate the public that Preservation and National Historical Register designation of this local historical icon would draw tourism and an enhanced interest in our city’s core, a Smorgasbord event was held in the Park on Saturday, October 9<sup>th</sup>. Informational and historical photographic displays were provided at the event by the City, Des Moines Historical Society, Des Moines Legacy Foundation and community volunteers. Future plans to restore the historic buildings at the park was shared with approximately 100 people, most of whom had a personal history and fond

memories of the Park. The reunion was a kick off for future fundraising and volunteer work party projects to help with building restoration.

Mount Rainier Aquatic Center Status Report

Mt. Rainier Pool owners (Cities of Des Moines and Normandy Park) met with the Mt. Rainier Pool contributors (MRPC- Des Moines, Normandy Park, SeaTac and Highline School District) to discuss the year-end projections provided by pool operator Aquatic Management Group's (AMG) 2005 budget needs.

Aquatic Management Group's Brian Breshears provided the following details regarding 2005 Mt. Rainier Pool budget requirements:

- 1) Operating Funds-  
Per the contract with the MRPC, \$85,000 is the amount required in 2005. Any other funding needed to operate the pool will come from other sources such as sponsorships and partnerships. There will not be any additional funding requests of the Pool Owners and MRPC. AMG will continue to work to reduce costs and increase revenues.
- 2) Capital Funds-  
No capital requests are foreseen in 2005. AMG is keeping an eye on a boiler and a filter that have required maintenance in 2004; however, they have no projected expenditure needs at this time except "would be nice to have" items.
- 3) Start up Funds- AMG will provide a report from their accountant outlining 2004 Start up expenditures.
- 4) AMG's September Profit and Loss statement will include an update of their 2004 year-end projections.

Steven J. Underwood Memorial Park

Electric easements with Puget Sound Energy for the use of City and U.S Postal Service properties are near completion. Staff has ordered a survey of the alignment for the electrical easement to be included as part of the agreement between the City and PSE. Once documents have been notarized and returned from Puget Sound Energy, the project will be released to the Project Manager for construction.

Recreation Program Update

<u>October Revenue</u>	<u>Year-to-Date</u>	<u>2003 YTD</u>
\$47,341.59	\$485,559.10	\$448,466.66

Before and After School Program

Our Before and After School Program is now 2 months into the 2004-2005 school year and during the month of October we had 98 registered participants at Des Moines, North Hill and Parkside Elementary School in the Highline School District and Woodmont Elementary School in the Federal Way School District. We had another 91 children participate on a drop-in basis or on an early release day.

### Youth Soccer League

Our new Youth Soccer League concluded play with the last games played on October 30<sup>th</sup>. This new league featured 85 participants broken into 4 and 5 and 6 and 7 year old divisions. Teams practiced once a week and played games on Saturday mornings at Steven J. Underwood Memorial Park. All 16 teams were sponsored by local businesses.

### Halloween Carnival

Our annual Halloween Carnival took place on Saturday, October 30<sup>th</sup> from 5-7 pm at the Field House. We had approximately 261 children take part in carnival games such as face painting, ring toss, fishing for prizes, bean bag toss, basketball hoop shoot, donut eating, ping pong ball toss for goldfish and a youth dart game. There was also a magic show performed by Toby Weasel, concessions and lots of candy and prizes for all.

### Halloween Teen Dance

We had approximately 118 teens attend our Halloween Teen Dance on Friday, October 29<sup>th</sup> at the Field House. Teens enjoyed dancing, snacks, pictures and music supplied by DJ's from the City of SeaTac.

### Senior Center Division Statistics – October 2004

	<b>2003</b>	<b>2004</b>
Number of Meals Served	1,090	1,045
Fee Program Participants	314	441
Drop In Participants	1,478	1,253
Volunteer Hours	2,907	2,185
Total Revenue for October	\$7,190	\$11,441

### Project to Support Troops

The Senior Center is currently hosting a drive for Care Package items for our Troops in Iraq. To date we have received over \$800 in cash donations to purchase needed items for our troops. We continue to get phone calls from as far away as Everett for donations of items from our troop list. We received a wonderful note from the parents of a soldier in Iraq who sent a donation check.

### Special Events

The Senior Center hosted their 5<sup>th</sup> annual Spaghetti Bash and Bake Sale on Friday night, October 8<sup>th</sup>. We raised \$1,200 for the senior center. Business sponsors this year were Athens Pizza, Normandy Park Assisted Living, Taco Time, Safeway, and Plush Pippin Pies.

### Contracts signed in October:

- Personal services contract was entered into with Darlene Jaymen to finalize the grant billings for the Pacific Highway South Redevelopment project.
- Consultant Agreement for design of 216<sup>th</sup> Street Pedestrian Signal
- Agreement w/City of Kent for Kent-Des Moines/Pacific Highway S. Intersection

- A contract for construction services for the upgrades to the Boat Repair Yard was signed in October.
- Midway Park Improvements Project Contract with Mayer Construction.

Bids, RFP's and RFQ's issued in the current month (October)

- Marina staff asked Moffatt & Nichol Engineers, the consultants providing design services for the expanded guest moorage project, to develop a scope of work and a budget for updating the Marina Master Plan.
- Marina staff advertised for bids for the upgrades to the Marina Electrical System in October. The bids are due November 12.