

# *City Manager's Office*

March 17, 2004

To: City Council

From: City Manager

Re: February Monthly Report

## Marine View Drive Bridge/ Des Moines Creek Basin Projects

Funds are expected to be obligated toward the bridge project from the Des Moines Creek Basin Committee. However, because these funds are also tied to the Des Moines Creek Basin Projects, these funds will not be obligated toward the bridge project until the fourth Interlocal Agreement of the Basin Projects is approved. The Interlocal Agreement (ILA) will include provisions for funding and maintenance of the Marine View Drive Bridge as well as a Regional Detention Facility (RDF), creek high flow Bypass Pipeline, Flow Augmentation Facility and Habitat Restoration. Council reviewed the draft ILA February 12<sup>th</sup> and remanded the ILA to the Environment Committee for a detailed review. The Environment Committee completed its review and the ILA was subsequently approved by City Council on March 11. It is expected that all parties will sign the ILA by mid-April. The Bridge project would then be the first project under this ILA to go to construction and could be bid for construction as early as July 2004.

Under the present draft agreement, the total amount of contribution from Des Moines towards construction of all of the projects, including the Bridge, is \$300,000. The Draft 2004 CIP shows an expenditure of \$100,000 of Surface Water Management (SWM) funds going to the bridge with \$200,000 going to the Des Moines Creek Basin Projects. In addition to the construction funds, the Des Moines Creek Interlocal Agreement will include provisions for ongoing operation and maintenance of these facilities as well as a fund for replacement and major repair.

## 10<sup>th</sup> Avenue Culvert Replacement and Intersection Improvement Project

The project was completed January 31, 2004. The project was completed well within budget. Excluding the Highline Water District and Midway Sewer District work, the City's final cost was just 1.8% over the original contract price. The project is now going through closeout.

### Surface Water Management (SWM) Utility Rate and Efficiency Study

Council approved the contract for doing the SWM efficiency study and rate analysis using Financial Consulting Solutions (FCS) Group, Inc. Per Council direction, the consultant has proceeded on the tasks of the efficiency study and will bring the results of the study and recommendations to Council for review and action. The consultant is presently conducting interviews with staff and reviewing financial and planning documents. A draft efficiency study is expected to be ready for staff review by mid-March and presented to Council on April 1. The target date is to complete both studies by June 30, 2004 to allow any rate adjustments to be made in the 2005 budget cycle.

### Pacific Highway South Project

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 224<sup>th</sup> Street has now been completed and “energized”. Notices will be sent to the owners to begin connecting their utilities to the new underground system.

In February, PSE also worked on lateral relocation of the tall high voltage power poles on the north end of the project. Ceccanti completed their installation of the underground utilities on the north end of the project. PSE, Qwest and Comcast are now installing wire in the new system on the north end. Construction continues on the retaining walls in front of Pine Terrace Trailer Village, the Legend Motel, the Comprehensive Health Education Foundation, and Bjerneby’s Collision 1. Wood fences have been installed along the top of the wall at Pine Terrace. Other walls will have metal hand railing installed. 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.

Weekly meetings are being held between the various project managers for the City, contractor, sub-contractors and local utilities. The pond sites on South 220<sup>th</sup> and 222<sup>nd</sup> Streets are being used by the contractor for storage and staging of project materials. Next month, Ceccanti will begin to reconstruct these side streets. The grades will be changed to allow for better sight distance on approach to the intersections with Pacific Highway South. Next month, Ceccanti will also begin to construct curbs, gutters and sidewalks on the west side of the Highway.

Staff is receiving calls from property owners on Pacific Highway South about specific issues concerning their particular businesses, including where and when construction will start, driveway access and construction, and permits for constructing their on-site improvements such as walls, parking lots, etc. A telephone hotline has been established for the project (206.870.1179). The hotline recording is updated weekly with the project schedule. Messages can be left on the hotline answering machine and CH2M Hill checks those messages daily. The construction schedule information is also updated weekly on the City's website. A flyer with the general timeline of the project was sent to property owners and businesses along the highway in August. This flyer has also been updated and is posted on the website. Updated project information will appear in the next City Currents. Ceccanti has been installing signs each day indicating, "Businesses Open During Construction" along the worksite, and has also been using flaggers to assist with construction vehicles and motorists turning in and out of businesses.

Work has continued on right of way acquisition. Our consultant, attorneys and staff have worked on site-specific issues such as parking, signs, driveways, etc. for the more complicated parcel acquisitions. Staff, with the assistance of our Legal Department, has continued to negotiate on the remaining parcel. In February, a final offer was made on this property.

Council has approved two interagency agreements between the cities of Kent and Des Moines regarding the design and construction of the shared stormwater pond at the south end of our project. Staff is currently working on an agreement with City of Kent covering the shared construction costs of the Pacific Highway South / Kent-Des Moines Road intersection. This agreement is scheduled for presentation to Council in late March.

#### Activity Center Turn Lane Restriping

A very small amount of shoulder overlay and lane restriping will be done on South 216<sup>th</sup> 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 in March, depending on the weather.

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

Staff has been directed to proceed with the closure of South 212<sup>th</sup> Street. We are working with Highline Water District to finalize plans for the closure, which will include a walking trail connecting Des Moines Memorial Drive and 7<sup>th</sup> Place South. Work should begin in April.

#### King County Water District #54

King County Water District #54's insurance company has denied the claim for the street restoration work for the water main break that occurred on South 216th St. and 11th Avenue South which damaged the road base. City staff is working with a consultant engineer on a report that is expected to show a continued deterioration of the road since the main break. Legal will evaluate the information for further response to the Water District.

### Power Distribution System Upgrades

The power distribution systems upgrades project has been delayed because of issues involving the ownership of the stairway in the center of the Marina and problems encountered getting permits for the in-water work on the docks. The work on N Dock involves adding some additional foam floatation billets to the underside of the dock to support the added weight of the transformers and the addition of a stand-pipe fire suppression system that will be suspended beneath the dock. Because additional materials are being introduced to the water column, the Corps of Engineers will not be able to give this small project a “no affect” determination, and the other federal services will have to approve it as well. The National Marine Fisheries will require that a “biological assessment” be done to determine what, if any, impacts the project will have on the marine life in the Marina. At this point, the staff is looking at the recent assessments done for the Marine View Drive bridge project to determine if it can be used for the Marina’s project, or if a new assessment will have to be done.

### Expanded Guest Moorage & Bulkhead Replacement Project

Work began on the preliminary design and feasibility report for the Expanded Guest moorage and Bulkhead Replacement project in February. The engineers at Moffatt & Nichol and their sub-consultants worked on the geotech reports, preliminary dock layouts, parking lot design and the numerical modeling for the wave conditions in the Marina entrance. Also, staff from Moffatt & Nichol and two of their sub-consultants, Makers Architects and Urban Design and Worthy and Associates Landscape Architects, met with the Municipal Facilities Committee on Feb. 26, to discuss the design options for the upland portion of the project.

### Upgrades to the Boat Repair Yard Building

The permit applications for the upgrades to the boat repair yard building were filed in February. As soon as the SEPA process starts, the staff will begin getting firm quotes for the various aspects of the work.

### Marina Maintenance

The maintenance crews continued to work on removing improperly stored equipment and hazardous wastes from the floating docks. In February, the staff finished H, I & J docks. Developing a new policy on what can be stored on the docks is part of the Marina’s on-going efforts to decrease the risk of fire in the covered moorages. The Marina is working with the Fire Marshall to implement changes that will benefit the Marina and the tenants.

### Community Service Officer Update

Community Service Officer (CSO) Seaberry reports February as being a busy month. In addition to her regular duties, she conducted safety socials at Saddlebrook Apartments, Highland Village Townhomes and Bay Club Apartments. A total of 49 persons attended these safety related meetings. The monthly apartment managers meeting, hosted by our department had a small turnout of only 8 persons. The guest speaker was MPO Bob Tschida who is currently working with the King County NDET (Neighborhood Drug Enforcement Team)/Street Crimes Unit. MPO Tschida talked with the managers, leasing agents and maintenance staff in attendance about signs of drug problems on their

property. CSO Seaberry also conducted a blockwatch meeting where the entire neighborhood turned out. The group was very concerned about the increase in crime in their area of the city. They had recently had a Residential Burglary, Auto Theft, and multiple Thefts from Vehicles. She continues to update the business contacts on file with the department for incidents that occur after business hours. As they are being updated, she is also signing businesses up on the department's Trespass Admonishment program.

Statistical Data on Reported Crimes

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

<b>Offense Type</b>	<b>February 03</b>	<b>February 04</b>	<b>% Difference</b>	<b>2003 Total</b>	<b>2004 YTD</b>
Homicide	0	0	0%	0	1
Rape	0	0	0%	14	0
Robbery	3	3	0%	28	5
Assaults	20	17	-15%	287	31
Burglary	17	18	+6%	202	35
Larceny	47	53	+13%	518	116
Arson	0	0	0%	1	2
Motor Vehicle Theft	18	45	+150%	289	81
<b>Other Statistics:</b>					
Officers Assaulted	1	0	-100%	7	0
Clearances Adult Arrest	25	31	+24%	320	51
Clearances Juvenile Arrest	5	8	+60%	50	13
Calls for Service	1,686	1,762	+5%	22,823	3,697

Steven J. Underwood Memorial Park - Ballfield Lighting and Restrooms

The City's grant request scored highest statewide and will receive from the Interagency Committee for Outdoor Recreation Youth Athletics Facility Grant program funds in the amount of \$75,000.00. This is the final piece of the matching funds needed to move ahead with the 2004 Capital Improvement Project for park development. The IAC grant is matched by City and King County grant funds for ballfield lighting at Steven J. Underwood Memorial Park to extend hours of use on the fields. This project was co-sponsored by South Highline Little League (a \$3,000 donation was made to the City in February). The City has hired an electrical engineering firm to make the needed design upgrades for park electrical and lighting systems. Work will begin in spring- summer 2004.

The City is also in process of hiring an architectural firm to design the park's restrooms. Restrooms in the amount of \$120,000 are included in the 2004 CIP, however, this amount may not be adequate to complete facility development. Staff will apply for additional IAC and King County grant funds in 2004 using the \$120,000 budgeted amount as a match in hopes of doubling city funds to make additional improvements to the site. Porta-potties will be used at the park for the 2004 sports season.

Midway Park Improvements and Expansion - This project was co-sponsored by Puget Sound Energy, ACORN and Des Moines Midway Soccer Club. The City is in the process of hiring Wiscomb Landscape Architecture Services to begin design work on Midway Park Improvements. Work will begin in summer 2004. A meeting is planned with Puget Sound Energy in March to resolve project layout constraints due to future SR-509 routing and Midway Transfer site expansion on the property. Staff will work with the neighborhood to ensure their continued involvement with the project.

#### Des Moines Beach Park – Master Plan Update

Project Management Northwest (PMNW) 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.

Project Management Northwest consultants have interviewed City Council members and key staff members from each city department to discuss economic development opportunities, recreational uses, environmental issues such as: wildlife habitat and hydrology, historical requirements and connectivity to other community resources including Des Moines Creek Trail, Marina and downtown. PMNW will also meet with consultants working on the Marina Master Plan and will review other completed plans and reports that address the waterfront, Des Moines Creek and downtown areas. Project Management Northwest consultants will also meet with numerous other community groups representing historical, business, marina and fisheries, neighborhood residents, senior services, bicycling, walkers, and other user groups to gain a broad-based community perspectives for the Master Planning process. PMNW will make a preliminary report on findings to the City in April.

#### Mt. Rainier Pool

Aquatic Management Group made its first monthly report to the City:  
Summary – The Mount Rainier Aquatic Center is doing well and the business strategies employed are producing positive results. The staff and management are working well as a team and performance of the pool both in terms of quality product and in terms of business success are above expectations. We continue to get positive feedback from our customers and while this is encouraging, we are determined to avoid complacency.

Overall, financial performance is better than what was predicted for the usually slow month of January. As it stated in the opening letter, it can be attributed to the competence of our manager, Keith Ure.

Pool Operations – Some of the significant events that occurred during the last period are listed below:

- A large number of pool passes were purchased. Income from this area will decrease as most passes are bought by ‘regulars’ and are a one-time purchase.
- Private party rentals are increasing. This is good news as it is one of the few programs that generate a profit. Most rentals are for birthday parties. We are looking to improve the atmosphere for party rentals to continue growth in rentals.
- Lap swims are busy. They are meeting and sometimes exceeding our expectations.
- Public swims are not very well attended. It is common during this time of year for public swim attendance to be poor. We expect that this will improve as the seasons change.
- The swim school (lessons) started out very slowly. This was predicted as lessons were not a large portion of the previous program at Mount Rainier. Even so, into early February, the swim school is beginning to grow sharply. The growth of this program is one of our main goals to ensure the success of the Mount Rainier Aquatic Center.
- Senior exercise classes are doing very well. This program was strong prior to AMG management and continues to grow. Those attending classes seem to be very happy with its continuation and growth.
- Management is in the process of putting together a capital funds package for repairs to the facility. Most of the potential projects have been addressed. The projects we are considering entail repairs to the HVAC system, concrete and tile work on the pool deck, and some plumbing issues. All of the potential repairs were reoccurring problems under the County’s management.
- AMG has completed the development of our upcoming direct marketing campaign. The mailing is scheduled to go out in early March. In this mailing, we are promoting the swim school as that program carries the largest place for improvement and profitability for the Mount Rainier Aquatic Center. The card we are sending out can be viewed at [www.healthclubpros.com/amg](http://www.healthclubpros.com/amg).

#### Parks Maintenance Performance Audit

Financial Consulting Solutions Group (FCSG) began work on the Parks Maintenance Performance Audit in January and is currently in the data gathering stages of the project. Staff has provided FCSG with a tour of city facilities and parks. FCSG has asked staff to gather a plethora of plans and documents for their review. The audit is slated for completion by FCSG in June of this year.

Recreation Program Update

February Revenue	Year-to-Date	2003 YTD
\$29,100.57	\$56,955.54	\$63,227.61

Senior Center Division Statistics – February 2004

	2003	2004
Number of Meals Served	759	892
Fee Program Participants	548	390
Drop In Participants	1,272	1,132
Volunteer Hours	1,907.50	2,246.25
Total Revenue for February	\$6,024	\$8,962

Bayside Brunch 2003 Funds Being Put to Good Use at the Activity Center

Thanks to the Des Moines Legacy Foundation, funds from the Bayside Brunch 2003 are being used to supplement fresh fruits and vegetables each week for the Meals on Wheels participants. A new coffee bar was built and new Formica was installed on the walls of the kitchen scullery to help protect the walls from splatters. Funding will also be provided to design and sew decorative banners which will serve as acoustical muffling as well as art in the large dining room. In addition, exterior lights for the canopy at the front entrance have been installed for evening activities.

Video Lending Library

Thanks to Councilwoman Susan White, who donated over 100 videos, the senior center now has an extensive video lending library with many new movie videos available for checkout.

Senior Services Advisory Committee

The Senior Services Advisory Committee held its first meeting of the year on Thursday, February 26<sup>th</sup>. Mr. Jorge Castejon, who represents our Spanish lunch program, will be included on the committee. Jorge is an employee of Sea Mar Latino Services and has been working with our Spanish participants for the last three years. He is helping the committee to focus on a more comprehensive inclusion of diverse cultures in our senior center programs and services.

Human Services Advisory Committee

Mayor Bob Sheckler appointed Ms. Jill Patton and Ms. Florence McMullin to serve four-year terms on the committee.

Redondo Boat Launch

The stamped-concrete was installed at the crosswalk on Redondo Beach Drive and where the public sidewalk crosses the parking lot's driveways. An anti-slip coating will be

applied to keep the surface safe for pedestrians. Also, the concrete columns were installed for the landscape arbors.

The boat ramp was opened for the blackmouth season and the few boaters who utilized the ramp parked on nearby surface streets. Two important developments occurred during February: 1) a geotechnical analysis of the parking lot soils was conducted; and 2) IAC agreed to fund the remaining \$16,325 cost of the landscape arbors. Both of these issues are addressed in a Council agenda item for the March 4, 2004 meeting. Poor soils in the parking lot have prevented us from finishing the project. The clay soils have become saturated and will not support asphalt paving and vehicular traffic. The project is approximately two months behind schedule but will be completed well in advance of regular boating season.

Staff researched and selected the necessary equipment for the central electronic pay station for the parking lot. The machine will accept paper currency and credit/debit cards. As staff has outlined previously, we intend to begin charging a small fee for single-vehicle parking in the lot. In the past, parking fees only applied to vehicles with boat trailers. A fee of approximately \$1 per hour for single vehicles will help generate revenue needed to maintain the boardwalk and fishing pier.

#### Des Moines Memorial Drive Advisory Committee

City staff met with the King County Historic Preservation Officer to discuss changes to the draft Cultural Enhancement Plan for Des Moines Memorial Drive (DMMD). Substantial revisions are needed before the document is ready for public review. King County has offered to fund the consultant time needed to improve the Plan. An important part of the draft Plan is tree variety selection for DMMD. After much debate, the Committee agreed to recommend the planting of disease-resistant elms along the roadway.

The new Interlocal Agreement has been signed by all four municipalities and was forwarded to King County for approval.

#### Comprehensive Plan: Amendments

A scope of work 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. This project is being handled in-house by City staff.

#### On-Site Records Storage Facility

Administration is refining the scope of work for this construction project. Last year, bids were solicited via the Small Works Roster. Now, we should be able to proceed rather expeditiously to get the project completed. When complete, all off-site records storage services will be discontinued and our operating expenses will be reduced by more than \$8,000 per year.

### Audit 2003

Staff continued to work on year-end entries. Revenue and expenditure accruals for 2003 are being entered. Fixed asset detail continues to be reviewed and reconciled to prior years' financial statements.

The auditor continues to review 2003 transaction detail and Council minutes. Staff is providing reports and information based on his inquiries.

### Budget

Council finalized discussion of the Capital Improvement Plan requests for 2005 – 2009 at the Council meeting held February 5, 2004.

Staff is incorporating Council recommendations into the final CIP document. Resolution to adopt 2004 – 2009 CIP is scheduled for the March 25 Council meeting.

The 2004 budget was entered into the financial system prior to distribution of January revenue and expenditure reports.

Staff anticipates completing the public budget document by the end of March.

### Highline Community College Parking

We have been informed by the City of Kent that the old Midway Drive-in site has been sold. It will be the location of a new shopping center with Lowe's Hardware as the anchor tenant. We are very concerned on what this development means to the already acute parking situation in and around Highline Community College. As you are aware, Highline uses Midway for overflow parking. Because of the construction on HCC's campus, a large portion of one of their major parking lots is being used for construction staging. Midway Drive-in was going to play a critical role in alleviating their parking crisis during construction. We have been informed by Kent that construction on the new shopping center will begin in September, just when all the students are back. The impact of HCC's construction, Midway's construction and Cedarbrook town home construction could have a devastating effect on the neighborhoods surrounding these areas in terms of parking and traffic. We are planning a meeting with HCC and Kent in March to discuss how we can address this issue.

### Highline School District

We haven't heard anything from Mt. Rainier this month. The designers are working with the school district on cost issues. Work on Olympic as an interim school continues. We have begun reviewing the North Hill Elementary School. They completed their SEPA review with no appeals. We are still on schedule to begin construction this summer

### Development Services Division

- Cedarbrook Plat/PUD, 24xx South 240<sup>th</sup> Street, 29 unit attached SFR townhome subdivision. The applicant submitted a grading permit not only install road improvements, but also to prepare the overall site for future development. Our normal practice is to not grade the entire development area all at once, but given the need to average cuts and fills and avoid unnecessary importing and exporting of

material, an overall site grading plan is appropriate.

- Grace PUD, 234xx Kent-Des Moines Road, 27 SFR lot subdivision. An application was filed. Several supplemental studies and information were submitted for this tough site. Consultants have made a genuine and serious effort to work with staff early in the process.
- Tobin Plat, 253xx 16<sup>th</sup> Ave. S, 6-lot subdivision. Engineering met with the applicant to discuss civil plan redline comments. Road grades and frontage improvements were the primary topics. The meeting concluded with the engineering department stating that they will look into the road grade issue, confer with the city attorney on possible mechanisms available for relief, and provide them a final decision. The frontage improvement issue was clear. The applicant must install improvements in the small area not affected by the bridge or ravine.
- Mediterranean Heights, 1211 S 272<sup>nd</sup> St, 11-lot subdivision. The developer has requested permission to submit a building permit for one of the future lots. The request has been denied because the final subdivision process has not begun, and the lot on which the developer wishes to build does not currently exist.
- Pacific Place Plat, S 268<sup>th</sup> Street and Pacific Hwy S, 34-lot subdivision. The first 6 units are under construction. The City Council has granted a covenant release for one of the two covenants requested to be extinguished.
- MacFarlane Homes (Old Apker Short Plat), 625 S 240<sup>th</sup> Street. New owner submitted grading permit for street and the front one-third of the home site. Excess dirt is proposed to be stockpiled for future homes on the front portion of the lots.
- Williams, 909 South 278<sup>th</sup> Place 4-lot Development; An amendment to the street standards was adopted by Council. Waiting for an application to be filed for a gate for this development. Also, tracking final improvements for the final street lift and landscaping.
- Mitchell (Old Beck-Kombol lot line adjustment); 246<sup>th</sup> and 26<sup>th</sup> Avenue South, Progress on street improvements is now occurring. Curb and gutter are being installed.
- Dettling Short Plat, 23325 14<sup>th</sup> 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.
- Woodmont Short Plat, 1805 South 260<sup>th</sup> Street (Michael Pochepan). Plat improvements are under Construction. Staff approved a two-week extension on removing the existing garage/storage structures from the property on March 1st.

#### Commercial Project Review

- WAMU at Redondo Square, 16xx South 272<sup>nd</sup> Street, building permit application was submitted for a new Washington Mutual Bank branch within the Redondo shopping center.
- Zenith Viewpointe, Unclassified Use, mixed use condominiums/office space; 23659 Marine View Drive S. Planning staff forwarded draft findings and resolutions to the City Attorney on March 3<sup>rd</sup>. Agenda item will be prepared next. Council will review

on April 8, 2004.

- Ohrt, 218xx 20<sup>th</sup> Avenue South, 2.2 acre office/warehouse development, It was confirmed that the retaining wall along the west property line was approved as part of the building permit submittal. Workers have been at the job site on a regular basis, but the progress has slow. Footing work will soon be complete. Once this is done and the weather improves, the project will move faster.
- Water District 54, 21660 11<sup>th</sup> Ave. S, Building plans for phase 2 construction have been approved. Undergrounding of power issue resolved. Development Services is tracking the landscaping obligations not completed in Phase 1.
- Cingular Cellular antennae application, Des Moines Field House: SEPA appeal and use permit will be scheduled for the Hearing Examiner to hear in April or May.

#### Shorelines/ESA's

- CSR Marine at the Des Moines Marina: Applications were submitted for boat repair yard upgrades. SEPA approval and possibly shoreline permit required. The Corps of Engineers was contacted and didn't seem to want to review.
- 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. We have learned that the Des Moines Basin Committee forwarded its plans to the State and Feds and both are supportive of regional efforts to fix Des Moines Creek; it's just that they are not happy with the sewer district outfall design. They are using outdated design methods -- not best available construction and design technology for its outfall design that least impacts the environment.
- Taco Time, 809 Kent-Des Moines Road, Commercial Addition in Flood Hazard Zone. The Hearing Examiner approved the development exception application on February 12<sup>th</sup>. The applicant's legal department is working with the City Attorney to revise the NGPE.
- Comcast Fiber Optic Cable Crossing, 22047 Cliff Avenue South. The completed Joint Aquatic Resource Permit Application packet and evidence of SEPA review was forwarded to the Department of Ecology in February.

#### Recycling

- Staff prepared advertisements for SeaTac Disposal's Spring Clean and the Special Household Recycling Event. Both events are scheduled for late April.
- Staff is working on City Council agenda items for the Local Hazardous Waste Management Program and Waste Reduction and Recycling grants and the contract for our consultant who administers our recycling projects.

### Community Development Department Public Inquiries

The activity level for development has noticeably increased. It is estimated that staff is spending four hours a day serving the public via phone calls or walk-ins at the front counter.

### Code Enforcement

Cases closed 20

Cases currently open 124

Total new cases, year to date 52

Total closed cases, year to date 40

- The Code Enforcement Officer spent a day with Carol Koons from King County Public Health. They visited several sites in the City and discussed how King County handled cases and how she could assist us on some problem properties.
- Developed a mailer that Fire, Police and other emergency services can use to encourage homeowners to make sure their addresses are clearly marked. We are also working on putting something on Channel 21 and in the City Currents. Lack of clear addresses is one of the most common complaints we receive from police and fire.

### Building Division

Permit Activity for February 2004

95 permits issued:

Building Permits:	23	Average Fee:	\$807
Plumbing Permits:	13	Average Fee:	225
Mechanical Permits	17	Average Fee:	98
Electrical Permits:	42	Average Fee:	104
<b>Total revenue for February 2004:</b>			<b>\$51,602</b>

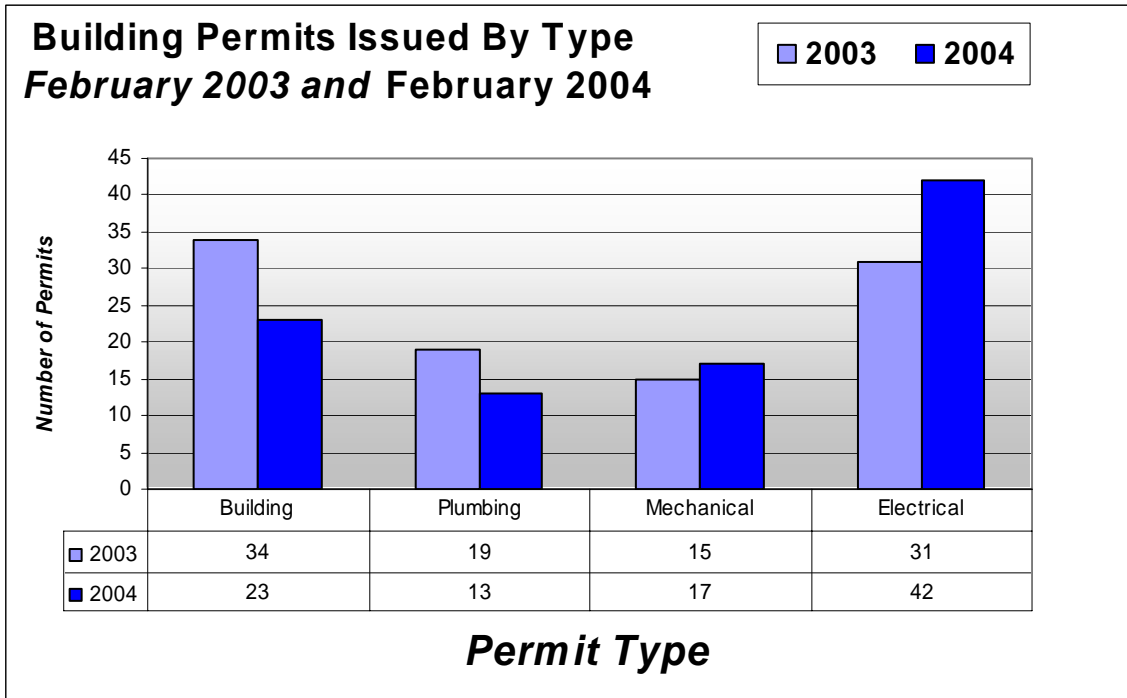
Compared to same period last year:

99 permits issued:

Building Permits:	34	Average Fee:	\$718
Plumbing Permits:	19	Average Fee:	110
Mechanical Permits	15	Average Fee:	358
Electrical Permits:	31	Average Fee:	185
<b>Total revenue for February, 2003:</b>			<b>\$59,432</b>

The Building Division conducted 402 inspections this year compared with 352 inspections last year.

The revenue totals for 2004 are as follows: Building Fees-\$190,130; Plumbing Fees-\$4,119; Mechanical Fees-\$3,058; Electrical Fees-\$10,063; Plan Review Fees-\$35,848; Fire Department (City portion)-\$3,998; Fire Department Plan Review (City portion)-\$50; Permit Penalties-\$250. The total year revenue to date for the Building Department is \$255,345.



Highline Community College Projects

The HCC Student Union Building steel framework is in place. The decks and roof have been completed. Fire proofing of the steel framework has begun. The electrical, plumbing and mechanical work have also begun. The Early Childhood Learning Center has almost completed the rough wooden framing portion of this structure. Finally, the Higher Education Building for Central Washington University has completed its roof deck. Steel stud framing and rough electrical, plumbing and mechanical has begun.

Contracts Awarded and Signed

1. Contracts signed in the month of February:
  - Phase II Electrical Design and Construction Observation with Cross Electric
2. Contracts to be signed in the month of March:
  - Midway Park Design with Wiscomb Landscape Architecture Services
  - Field House - Flooring Installation
  - Beach Park – Sun Home Lodge Flooring Installation
  - Consultant to review our permitting system
  - Contract to conduct a market study on the feasibility of an upper-end grocery store in the city.

Bids, RFP's and RFQ's to be issued in March:

- RFP's for the payment station at Redondo have been published.

Bids, RFPs and RFQs to be issued in March-May

- Phase II Electrical and Ballfield Lighting Construction
- Midway Park Construction