

City Manager's Office

April 18, 2003

To: City Council
From: City Manager
Re: Monthly Report

C Dock Maintenance

Marina staff began the C dock maintenance project in January and as of the end of March, this project has been completed. This project included replacing all the timber whalers that connect the concrete float together, replacing the water lines and the entire electrical distribution system.

Fishing Pier Repairs

The contractor repairing the Public Fishing Pier finished the project on March 28th. The final inspection is scheduled for April 8th. The Marina staff is closing out the project and preparing the insurance claim.

Power Distribution System Upgrades

The study phase of the Power Distribution System project got underway on February 12th. The goals of the study phase are:

- Document the actual layout of the power distribution system and the current condition of the system and the docks.
- Recommend corrective action for any problems found.
- Determine the current demand for electric power.
- Develop projections for future demand.
- Identify critical code related issues.
- Determine the capacity needed for future projects listed in the Marina Master Plan.
- Determine if additional distribution equipment will be required on the docks, and if so, identify the code related issues that will need to be resolved in the design phase to accommodate the equipment.
- Prepare cost estimates for the total project.

In March, the Marina staff and the consultant determined the total power loads required for the Marina in its present configuration and what capacity will be needed when the

floating docks are replaced or reconfigured. Marina staff also met with the City's building officials and the Fire Marshall from District #26 to determine the best locations for some of the new distribution equipment. At the end of March, the Study Phase was nearly complete. The remaining issues to be resolved are where the feed from Puget Sound Energy will be located and what, if any, modifications to the floating docks will be necessary to accommodate the step-down transformers.

Steven J. Underwood Memorial Park:

Phase I-B (third softball field and restroom facility) planning was approved by City Council in March. Project design is underway and the project will be bid in late May to be completed in fall 2003 and open for play in 2004.

Des Moines Activity Center

The Activity Center remodel project was completed and Senior Services were relocated to the new facility in March. The Activity Center will had an Opening Ceremony on April 17 at 11:30 a.m. Special thanks were given to the many volunteers, citizens, businesses and community groups that helped to keep Senior Services operating this past year or made a contribution to the opening of the new facility.

Recreation Department

| <u>March Revenue</u> | <u>Year-to-date</u> | <u>2002 ytd</u> |
|----------------------|---------------------|-----------------|
| \$22,483.37 | \$125,790.49* | \$115,493.95** |

* Includes 2002 budget carryover

**Includes 2001 budget carryover

March Recreation Program Highlights

There were a total of 83 children enrolled in the Before and After School programs at Woodmont, North Hill, Parkside and Des Moines Elementary schools. There were an additional 103 daily drop-in or Early Release day participants for Before and After School programs.

Seven teams participated and completed our Winter Adult 3 on 3 Basketball League. Games in this new and growing league are played on Sunday evenings at the Field House.

A total of 16 participants completed the March session of our Boat Smart classes taught by the Poverty Bay Power Squadron. These classes routinely fill and are very popular. Classes teach basic boat handling, seamanship, needed equipment, boat trailering and much more.

Seven youngsters participated in another one of our new and growing classes called Pre-School Playhouse for 3-5 year olds. Kids enjoyed activities such as arts and crafts, games, songs, puppetry, outdoor activities and snacks while mom and dad got a break.

Staff welcomed two new Recreation Attendants as Sarah McCall and Carrie Geraghty joined our team at Des Moines Parks, Recreation and Senior Services Department.

Senior Services

With the help of the Parks Department, and crew from Public Works and the Marina, the Senior center staff moved into the Activity Center the week of March 17th, and had limited programs beginning the week of March 24th. The first lunch in the new site was on April 1st. Response to the building has been very positive. We are seeing many new faces at the center. Our wish list for items for the new building continues to grow!

Police Personnel

Detective Mike Thomas' four year assignment in detectives will come to a close on 4/21/03. Interviews were held with employees interested in filling the available position and we are pleased to announce MPO Paul Young has been selected and will move into the detective unit effect 4/21/03.

Phony Security Salesman

A homeowner in the 26200 block of 14 Place South called to alert the Police Department to a phony ADT Security salesman. The salesman came to his residence at 9:00 p.m. on 3/13/03, making the homeowner suspicious. When the homeowner contacted ADT on the morning of 3/14, they advised they had no one in the area. The suspect was described as an Asian male, 17 to 20 year of age, 5'7" with well-kept hair.

Dog Attack Update

In February four dogs attacked a 4-year old young child and her 29-year old mother. On the day the attack occurred, the dogs were taken into custody and placed into quarantine at the King County Animal Shelter. On 3/18/03, unknown persons stole the four dogs from the animal shelter. The suspects used blowtorches to circumvent the padlocks at the shelter. Two of the four dogs were located on 4/8/03 with their owner at a motel in Fife. The two dogs were taken into custody and have since been euthanized. The owner was also taken into custody for outstanding warrants and currently resides at King County Jail. The search continues for the other two dogs.

School Resource Officer Update

School Resource Officer (SRO) Barry Sellers reports that March was a very busy month for him. In addition to responding to 27 calls for service, three arrests for outstanding warrants were made. SRO Sellers also made two tobacco contacts and took four case reports. The case reports were for felony thefts, felony harassment and terrorist threats, and for a bomb threat. These case reports resulted in six arrests.

SRO Sellers also attended a meeting with school district security dealing specifically with the safety and security of campus and events occurring on campuses throughout the Highline School District. He also attended a meeting dealing with tobacco and liquor legislation and enforcement throughout Washington State, as well as a meeting with the King County Tobacco Free Council.

Community Service Officer Update

Master Community Service Officer (MCSO) Tonya Seaberry reports March as being a busy month for her as well. In the area of rental property programs, she mailed out the monthly newsletter to all the rental complexes in the city and attended the monthly managers meeting, which was held at Courtside Apartments. At the meeting, they discussed crime trends and current problems occurring at their complexes. A guest speaker from a program called Mutual Interest was also present to talk with the group. Mutual Interest is a program designed to assist homeless families move out of transitional housing into permanent housing. The group sends all their clients to training on how to be good tenants and landlord tenant rights. They then assist them in finding the proper housing and assist by providing all required deposit money. There were 12 managers in attendance at the meeting.

MCSO Seaberry also conducted child safety seat inspections at the station as well at a South King County Team event at the Auburn Supermall. She assisted in a total of 37 child safety seat inspections for the month.

In addition to recess club, taking fingerprints, updating the business contacts and renewing businesses on the criminal trespass program, MCSO Seaberry has also been positioning the speed trailer in areas of the city where complaints of speeders have been received. Perhaps the most exciting project she has been working on is the planning of a program for the summer months. A while back we received a letter from a girl who had been in Spokane riding her bike and a police officer gave her a coupon for an ice cream cone at McDonalds because she was wearing her bike helmet. MCSO Seaberry has been working with 7-11 stores in the area and starting June 1st we will be handing out Slurpee coupons to kids who are wearing bike helmets. Those not wearing bike helmets will be given information on the municipal code requiring it and instructed to come to the police department to obtain a helmet.

Homeland Security

The department receives continuing updates from the FBI and other federal agencies regarding the terrorist threat level and homeland security issues. Any information that is relevant to our geographic area is forwarded through the appropriate channels.

Law enforcement agencies in King County have consolidated efforts in grant applications for federal funding in the area of Homeland Security. This partnership effort has made possible funding and training for equipment, which wouldn't have been available to smaller agencies otherwise. As a result of this funding effort we have obtained one time use Hazardous Materials Suits and some Breathing Assistance Masks. We are in the process of procuring additional Breathing Assistance Masks to equip all first line responders.

Statistical Data on Reported Crimes

The following is a comparison between March 2002 and March 2003. Included are a year-end total for 2002 and a running total for 2003.

| Offense Type | March 02 | March 03 | % Difference | 2002 Total | 2003 YTD |
|----------------------------|----------|----------|--------------|------------|----------|
| Homicide | 0 | 0 | 0% | 0 | 0 |
| Rape | 0 | 2 | +200% | 12 | 4 |
| Robbery | 3 | 2 | -50% | 29 | 7 |
| Assaults | 20 | 27 | +35% | 274 | 70 |
| Burglary | 13 | 22 | +69% | 157 | 55 |
| Larceny | 44 | 54 | +23% | 510 | 146 |
| Arson | 0 | 0 | 0% | 5 | 0 |
| Motor Vehicle Theft | 20 | 26 | +30% | 285 | 77 |
| Other Statistics: | | | | | |
| Officers Assaulted | 0 | 0 | 0% | 6 | 2 |
| Clearances Adult Arrest | 26 | 32 | +23% | 276 | 82 |
| Clearances Juvenile Arrest | 6 | 7 | +17% | 52 | 12 |
| Calls for Service* | 2,063 | 1,986 | -4% | 24,963 | 5,587 |

*You will note an increase in the number of calls for service from the totals previously turned in. traffic stops have not been considered a call for service in the past, but now are included in the total.

LoJack System

The Des Moines Police Department recently acquired three LoJack stolen vehicle recovery systems, which have been installed into three of our patrol cars. These systems were provided to the department at no cost through a public-private cooperative relationship with the LoJack Corporation. These systems are valued at over \$2,000 per unit. The LoJack Corporation installed the systems free of charge and provides free training on the recovery system. We hope to have a fourth system installed in the near future.

The LoJack stolen vehicle recovery system is a small directional radio receiver which alerts officers to the presence of a nearby stolen automobile which is also equipped with a LoJack transmitter. The transmitter is a piece of equipment a citizen would purchase from the LoJack Corporation to further enhance the security of their automobile. These systems are used with great success throughout the rest of the United States and other

countries to combat auto theft. They have only recently entered the market here in Washington State.

Currently the LoJack Corporation is partnering with local law enforcement agencies in the Seattle area to bring the system on line in this area. LoJack has not started marketing to consumers in this area. However, there have already been five stolen cars recovered in Seattle, which are owned by citizens who had purchased systems in other states and moved here. In addition to Des Moines, police departments in Seattle, Tukwila, Renton, and Federal Way, the King County Sheriff's department, and the Washington State Patrol are participating in this program.

Our department is very enthusiastic to be part of this program and is glad to be one of the agencies to participate at the onset of this cooperative relationship. This is in keeping with our community policing philosophy and should be an effective tool to deal with auto theft problem in this community and the region.

Finance Department Activity

- Completed 2003 public budget document.
- Began preliminary discussions on 2002 audit with state auditor. Initial requests were for schedule of Federal grants, electronic file of Eden's revenue and expenditure detail, and timing and scope of information technology audit.
- Billed out \$715,880 for fuel, right-of-way charges, and grants.
- Accounts Payable statistics for March: 502 invoices were processed, 283 checks issued, \$187.81 was taken in discounts, \$35,571.41 in wire payments, total voucher dollars: \$827,858.05.
- The Eden Systems Inforum Gold implementation status:
 - (1) Inforum Gold was remotely installed on network on March 17.
 - (2) Financial consultation took place March 27 discussing internal procedures and goals for general ledger and accounts payable sessions.
 - (3) First data extract took place March 31. Staff must now maintain vendors and chart of accounts in both Command Series and Inforum Gold products.
 - (4) Ordered dedicated locking printer with MICR ink for accounts payable check processing.
 - (5) Ordered check stock.
 - (6) Made arrangements reserving conference rooms and renting laptops for training sessions.

Legal Department

To-date, the Legal Department has opened 114 files for civil matters, primarily advisory work to assist the City's operating departments, which is an increase of 70% over the same time period for last year.

The Prosecuting Attorney filed 618 infractions and 117 citations in the month of March. Also, the Prosecuting Attorney participated in two jury trials. One trial involved charges of Assault 4, Obstructing a Police Officer, and Resisting Arrest, resulting in findings of guilty in the Obstructing and Resisting charges. In the second jury trial regarding the

same incident and a different defendant, a finding of guilty was made on a charge of Obstructing a Police Officer, with the charge of Assault 4 being dismissed.

Westcot LUPA Case

The Des Moines City Attorney prevailed in the Westcot LUPA matter, with Superior Court Judge Lum dismissing with prejudice Westcot's claim for relief under the Land Use Petition Act (LUPA) for lack of subject matter jurisdiction. Judge Lum ruled that Westcot's applications for an unclassified use permit and a shoreline substantial development permit, intended for the construction of a conveyor belt in Des Moines Beach Park, do not involve a "land use decision" within the subject matter jurisdiction of the Land Use Petition Act (LUPA) because the definition of "land use decision" does not include applications for permits or approvals to use parks. Westcot's attorney subsequently filed an appeal of the judge's decision with the Court of Appeals.

Redondo Boat Launch

A contract for construction management services was approved by the City Council on March 23, 2003. This contract will be signed by the City Manager during April. We expect to advertise for construction bids during the first half of April.

The Department of Fish and Wildlife still has not issued a final decision on the one remaining permit needed for construction. All other permits and approvals have been obtained.

Councilmember White and Corbitt Loch met with the managers of Salty's Restaurant to review the planned improvements. Salty's will not be making any improvements to the restaurant parking lot this year.

Comcast Cable Franchise

Medical issues forced Comcast to temporarily suspend our negotiations. Meetings resumed at the end of March. We expect that negotiations will be concluded during April.

On-Site Records Storage Facility

A new, lower bid was received for the racking system. The racks will be purchased now and installed sometime in the future.

GIS Application Development

An address search tool was written to enable users at the Community Open House to input a house number in the computer and then zoom to that parcel with the orthophoto underneath. This tool will be useful in the future to allow the same capability for people at the front counter.

Subdivisions/ Public Hearings And Related Activity

- Mediterranean Heights, 1211 S 272nd St, 11-lot subdivision. Civil plans have been approved. Land Clearing & Grading has been approved. The developer needs to submit a bond and apply for a right of way permit.

- Pacific Place Plat, S 268th Street and Pacific Hwy S, 34-lot subdivision. Civil plans were approved and issued on February 27. The major land clearing & grading permit was issued along with the approved civil plans. The Developer has submitted his bond and is ready to begin construction as soon as the right of way permit is approved.
- Sunset Gardens (Deol) 12 lot subdivision; 25416 22nd Avenue South. The applicant resubmitted plans, along with a wetland mitigation plan on March 25, 2003. Staff will begin to review for SEPA. Engineering has expressed concern about the proposed wetland mitigation design.
- Dick Cassutt Short Plat, 246XX 24th Ave S, 3 lot short plat, Applicant has installed road base material and appears to be close to paving the private street. This will allow permits to be issued for two additional homes.
- Beck-Kombol lot line adjustment; 246th and 26th Avenue South, Civil plans have been approved by engineering, but approval is contingent upon obtaining a slope easement for the road from the city. The applicant has been advised to submit a written request to Community Development so that it can be reviewed by the City Council.

Commercial Project Review

- Zenith Viewpointe, Unclassified Use, mixed use condominiums/office space located at 23659 Marine View Drive S. The legal department clarified the review process to process the UUP and appeal. The mayor recently appointed Planning Agency members to fill vacant seats. Development services will now work on scheduling a Planning agency meeting to review this matter. Preliminarily, it looks like sometime in mid May but the exact date must be confirmed.
- The Cliffs; 22226 Cliff Avenue South, new 12 unit condominium- A joint inspection was completed by development services and engineering staff. Development Services prepared a consolidated punchlist of completion items. Development Services conducted a follow-up inspection and approved parking wheelstops and striping. It is not clear if engineering related items are being addressed by the applicant. The ROW inspector has indicated that he has had some follow-up with the applicant, but it is not known if all items are complete.
- AT&T Cellular antennae application, 23407 18th Avenue South. Development Services has reviewed and approved plans. Permit issued. Project reporting will discontinue.
- Cingular Cellular antennae application, 25619 Pacific Highway South; Development Services presented the CUP application to the Hearing Examiner on March 10, 2003. A decision to conditionally approve the application was received on March 25, 2003. The decision is subject to appeal until April 5th 2003. Meanwhile, Development Services has worked with the applicant on color selection and discussed other information needed to fulfill other conditions of approval so that the building permit

can be released without further delay.

- Discovery World Day Care Center, 9th Avenue South. Construction is underway.
- Bjorneby Auto remodel, 22001 Pacific Highway South. Construction is underway.
- Salty's Restaurant, 28210 Redondo Beach Drive South. Building permit application for a 10x10 shed roof on north-facing deck. Site visit scheduled for March 28th.

Razor Wire Ordinance

Two properties have complied with the new ordinance and no property owners have requested additional time to comply.

Building Division

Permit Activity for March, 2003

103 permits issued:

| | | | |
|---------------------------------------|----|--------------|-----------------|
| Building Permits: | 35 | Average Fee: | \$552 |
| Plumbing Permits: | 13 | Average Fee: | 124 |
| Mechanical Permits | 14 | Average Fee: | 137 |
| Electrical Permits: | 41 | Average Fee: | 116 |
| Total revenue for March, 2003: | | | \$42,596 |

Compared to same period last year:

59 permits issued:

| | | | |
|---------------------------------------|----|--------------|-----------------|
| Building Permits: | 24 | Average Fee: | \$1,621 |
| Plumbing Permits: | 16 | Average Fee: | 164 |
| Mechanical Permits | 4 | Average Fee: | 189 |
| Electrical Permits | 15 | Average Fee: | 256 |
| Total revenue for March, 2002: | | | \$50,954 |

The building division conducted 371 inspections this year compared with 284 inspections last year.

A few enforcement items are close to completion. The Vallette Apartments on 30th Avenue, one of Derrick Browns' old buildings, is about to re-open under new ownership. The King's Arms Motel has called for occupancy inspection. The Three Bears is working on re-wiring the building and the abatement process is underway.

The Highline School pier at Redondo is retrofitting for damage done by the February 2001 earthquake. This project is almost complete.

Highline Community College

As part of the Highline Community College master planning effort, the Public Works Engineering staff have been working with the college on expanding and integrating

pedestrian and bicycle ties. One of the more obvious campus improvements will be to add a curb and gutter and sidewalk along 236th on the north side of the college.

Street Lights – Pacific Ridge Area

The Public Works Engineering staff has further studied the issue of the need for streetlights along 28th, 29th and 30th just south of 216th as raised by the ACORN group in Pacific Ridge. A staff presentation was made to the Council Public Safety and Transportation Committee. This was followed by an evening meeting on March 18th between Pacific Ridge residents; and City staff from Public Works, Parks, and Police to talk about issues such as this.

Des Moines Creek Basin Projects

The Committee continues to work on the rough draft of the fourth Interlocal Agreement for construction and operation/maintenance of the facilities as well as ownership issues and easement acquisitions.

The Committee also submitted to the Department of Ecology a letter seeking concurrence for lowering the flow control standard from Level 2 to a Level 1 standard, once the Des Moines Creek Restoration Projects have been implemented. This will result in significant cost savings for all future developments by dramatically reducing the size of stormwater detention facilities required within this basin. The proposed Restoration Projects provide enough peak flow protection (using a regional detention pond and peak flow bypass pipe) that the stream will be stable during peak storms, even when allowing a lower flow control standard for future development.

NPDES Permit – Phase II

In accordance with the Federal Clean Water Act, Phase II cities with populations between 1,000 and 100,000 located within urban areas, such as Des Moines, must submit a National Pollutant Discharge Elimination System (NPDES) permit for the city's stormwater system permit application no later than March 10, 2003. The application would address EPA requirements for all discharges of the stormwater system to surface waters. The City has submitted the application and Ecology has acknowledged receipt.

The next step is for Ecology to draft a Phase II general permit for the cities. This permit is expected this year, whereupon issuance, the City will have five years to implement the requirements of the permit.

10th Avenue Culvert Replacement and Intersection Improvement Project

On March 25, we received bids for construction from ten contractors. The five lowest bidders were within \$60,000 of each other indicating that the low bid is not undervalued and that the bidding climate is ideal for this type of work. Interwest Development NW, Inc. is the low bidder at \$515,092. The bids were dramatically lower from last year, when the bids for the same scope of work ranged from \$712,000 to \$825,000.

The lower cost is likely related to a number factors: the project was advertised much earlier in the year to allow ample time for the winning contractor to fabricate many of the

specialty items, such as the pre-fabricated culverts and wingwalls; the bidding climate was very favorable based on the number of bids received; and few of the lump sum bid items were itemized to make it easier for the contractor to estimate.

Public Works Trust Fund Loan – Marine View Drive Bridge

Per Council's direction, a request was made to the Public Works Trust Fund Board to modify the loan agreement to reduce the loan amount for the Marine View Drive Bridge from \$2.35 M to that of the first draw amount of \$354,425. Per the loan agreement, the City was able to draw this amount after signing for the loan.

After receiving the request to reduce the loan, the Board brought to our attention that the end of the first time extension that was granted for constructing and completing the project was nearing (July 20, 2003), whereupon the entire loan would be terminated if a second time extension was not granted. Given that it has been nearly 4 years since the loan agreement was signed and that the project has not yet been started, the Loan Officer indicated that a second time extension would not be granted unless substantial progress has been made to secure funding for the project by May 19, 2003, which is their last Board meeting prior to the July 20 extension date.

The Loan Officer was also aware of the City's desire to apply for a separate and substantial loan for construction of the Pacific Highway South Road Project in the next funding cycle. He indicated that the Board does consider past performance on existing loans when evaluating loan applications, and that by not starting the Bridge and requesting a second time extension may actually impact the ability to acquire a loan for the Pacific Highway Project.

Given that we will not have secured the funding for the bridge by the May 19 deadline and that we do not want to jeopardize the loan application for the Pacific Highway Project, I have sent a letter to the Public Works Trust Fund Loan Board that we want to terminate the loan agreement before the May 19 deadline and apply for a new loan for the bridge (if needed) at a later date. The Loan Officer has assured me that by terminating the loan by the May 19 deadline, our standing with the Board will be preserved and that our application for the loan for Pacific Highway will not in any way be impacted by this action.

In terminating the loan, all interest accrued to date on the first draw must returned to the Board along with the balance of principal of the first draw. The fund balance of the SWM CIP will not be impacted as the loan and interest collected was kept in a separate account (to be used toward the project when it started).

Pacific Highway South Project

In late February, Puget Sound Energy (PSE) submitted a draft set of undergrounding plans for inclusion in the review package being sent to the Washington State Department of Transportation (WSDOT). Although PSE had committed to completing their design in January, they did not meet this commitment. PSE, despite continued reminders, used an old base map for their design, so CH2M Hill is having to make many adjustments in the

details for locations of facilities. PSE submitted new lighting plans on February 27th. These plans also conflict with PSE's undergrounding plans. PSE also submitted their construction standards for inclusion in the contract. In March, CH2M Hill met with PSE and both are working to resolve all remaining inconsistencies and design issues in the project design plans.

During March, the focus of work was again on right of way acquisition. Our consultant worked on site-specific issues concerning parking and business signing for several of the more complicated parcel acquisitions. Staff spoke and met on site with some property owners and their attorneys on an individual basis to discuss their concerns related to specific parking, signing, and acquisition issues. Condemnation cases have been filed on several parcels. Staff, with the assistance of our Legal Department, has continued to negotiate on these parcels, and is still in active negotiation on a handful of remaining parcels. Council approved two parcels for settlement in March along with authority to surplus a home previously purchased for use as a pond site. An agreement for asbestos abatement on this home was signed by Thermatech Northwest to complete work at the end of April. Staff and CH2M Hill attended a formal mediation on one of the property acquisitions; this property is now nearing settlement.

Also in March, WSDOT performed a certification audit of right of way files for Federal funding. All requirements were met, and the certification will be concluded upon receipt of documentation on the closing of two properties, which are currently in escrow. The relocation files were also audited and have been approved.

Staff and CH2M Hill held meetings to discuss the South Pond design located south of Kent-Des Moines Road in the City of Kent. The recently discovered high water table at the site has complicated the design and construction plans for this site. In January, CH2M Hill's geotechnical engineers made a recommendation for the construction of an above ground detention tank. After discussions of this design with the Public Works Director for the City of Kent, it was determined that Kent had aesthetics issues with this type of facility. Kent has proposed that a joint pond be constructed at the upper location of the site. This area has better soil conditions. It is hoped that this solution will be advantageous for both cities. CH2M Hill is doing a feasibility analysis that includes borings and geotechnical reviews to ensure that the pond is a viable option. Upon completion of this analysis, staff will negotiate with Kent for the design, construction, maintenance and property rights issues associated with the pond. In March staff worked with City of Kent on the remaining pond design issues, and on the drafting of an Interlocal agreement.

On March 27th Council approved the Supplemental Agreement with CH2M Hill for engineering design and construction management services. Staff is working with both the WSDOT and the State Transportation Improvement Board to obligate construction funding for the contract.

Construction advertisement for the Pacific Highway South Project is currently scheduled for April. The most difficult challenge to the schedule is completing any legal actions that may be necessary in situations where negotiations for land purchases have failed. A

close second will be coordinating all of the utility relocations. Although we have draft plans from the utility companies, we do not have final plans from, or agreements with, Puget Sound Energy, Comcast, or Qwest. Agreements with PSE, Comcast and Qwest will be under review and negotiation with CH2M Hill and staff during April. Staff has met with Metro to finalize the construction agreement with them.

16th Avenue South Improvement Project (Phase I)

The design for this project is scheduled for completion in the spring of 2003. Staff continues to search for construction funding for this project. In May 2002, staff prepared an application for the Public Works Trust Fund loan, which is included in the City's Capital Improvement Plan. However, in August, staff received notice that this loan request was denied. Staff will work with staff from the Public Works Trust Fund administration to prepare an application for the next loan cycle. In August, KPG and staff prepared an application for a Transportation Improvement Board grant for this project requesting \$2.4 million. This grant would require a match of about \$618,000, without including any contingency. However, in December, staff received notice that this grant was denied.

South 216th Street / 24th Avenue South Signalization Project

In March KPG continued work on the South 216th Street / 24th Avenue South Signalization Project. Right of way (ROW) needs have been established and staff will begin the ROW acquisition process.

Neighborhood Traffic Control Program (NTCP)

The temporary speed humps on 25th Avenue South have been installed. Minor striping issues have been addressed to increase visibility. Speed studies will be performed to determine effectiveness. Permanent speed bumps will be installed this summer.

Des Moines Memorial Drive Committee

A subcommittee was setup to work with the \$75,000 that was budgeted by King County for the planning and development of the memorial. Susan Black and Associates have been hired as consultants on the project. The group is currently working on a survey of Des Moines Memorial Drive, gathering information on the history and amenities that border the road. Bill Rudberg with the Des Moines Historical Society has been essential in providing his time and knowledge of the Memorial Drive and the Des Moines Area. City of Seatac will host the next meeting.

Contracts Signed in the Month of March

- Council approved agreements with KPG for the 2003 Arterial Maintenance project design, and with CH2M Hill for construction services for the Pacific Highway South Improvement Project on March 27th, and these agreements have been signed.
- An agreement was signed on March 28th with Thermatech Northwest to perform asbestos abatement on property purchased for a pond site on the Pacific Highway Improvement project prior to its removal/disposal.
- The Legal Department entered into an agreement with Driscoll & Hunter to provide land use Hearing Examiner Services to the City of Des Moines. Theodore Hunter was appointed the City's Hearing Examiner, with Jim Driscoll and LeAnna Drevecky appointed as Deputy Hearing Examiners. This contract was confirmed by the City Council at its March 27, 2003 meeting for a one-year term, at a cost of \$12,500.00.
- Landscape Architecture and Engineering and Construction Observation Consultant Agreement- Steven J. Underwood Memorial Park Phase I-B

Bids, RFPs, and RFQs to be issued in the Month of April

- The Marina staff received seven responses to the RFQ for engineering and design services for the Dry Stack Storage.
- The RFQs for engineering, design and permitting for the Expanded Guest Moorage and Bulkhead project are due May 1st.
- Bid advertisement for construction of the Redondo Boat Launch.
- Staff will be using the Professional Services Roster requesting services from a land surveyor for surveying the property boundaries and drainage easement of the upper North Fork of McSorley Creek where the creek flows within a small 15-foot wide easement between several homes. The creek is currently overtopping and flooding the backyards of adjacent homes. This information will be used to evaluate options for possibly reestablishing that section of the stream channel, provided a permit is garnered from State Fisheries. The surveyor will also be requested to delineate the right-of-way south of 265th Street in preparation for the Marine View Drive/Woodmont Drive Culvert Replacement Project, a CIP project, which will be done this summer.
- Staff will be using the Professional Services Roster requesting services for doing a utility rate study and efficiency study for the SWM Department. The contract will be submitted to council for approval in April or May.