

City Manager's Office

June 21, 2004

To: City Council

From: City Manager

Re: Monthly Report – May 2004

JOG (Jail Operation Group) Update - Video Connection with Yakima

The cities of SeaTac, Tukwila, Federal Way, Auburn and Des Moines met with Yakima jail and King County to work on the I-Net connection with Yakima and other surrounding cities. The meeting was very productive in the sense we were able to confirm what type video equipment Yakima is prepared to use. Yakima advised everyone in the meeting that they wanted to continue working on the connection using the I-Net.

On June 4th, Auburn became the first city to establish video connection over the I-Net. Our goal is for Des Moines to establish a connection with Auburn, so that we may direct book our defendants into the Auburn jail, instead of the officers driving them downtown in the middle of the night. The defendant would then receive a preliminary hearing and then be transported to Yakima jail. We are projecting this connection and all the technical problems to be worked out by the end of the year and we would like to start using the Auburn jail by January 2005.

Expanded Guest Moorage & Bulkhead Replacement Project

The following is a summary of the two reports and three technical memos that Moffatt & Nichol Engineers had delivered to the Marina staff by the end of May.

- Summary of Findings:

This was the first deliverable for the Guest Moorage and Bulkhead Replacement Project. It summarizes the existing information that the consultants gathered about the original construction of the Marina and its present condition. The report also describes some of the on-going work and lists areas where information is still needed. The report made the following recommendations.

- A. Complete preliminary coordination with the permitting agencies and scope each permitting task. Prepare SEPA Checklist and determine whether EIS is required for project.
- B. Complete bathymetric and topographic surveys prior to next phase of work. This would allow the design team to provide accurate drawings, quantities, and estimates to the appropriate parties, specifically the permit agencies.

- C. Confirm ADA requirements with City for gangway access to new docks.
- D. Perform over-water borings and retrieve samples for hazardous material testing.
(This task will be done as part of the Phase 2 – final design work.)

- Geotechnical Report – Shannon & Wilson, Inc.
This report presents the results of Shannon & Wilson, Inc. review of existing information, subsurface explorations, laboratory tests and geotechnical engineering studies related to the proposed expansion of the guest moorage and replacement of the bulkhead. The purpose of their review, explorations and engineering studies was to evaluate the subsurface conditions and develop geotechnical recommendations for the design and construction of the proposed facilities. The report recommended several design parameters for the project and several general recommendations for ground improvement, pile installation, pavement and structural fill.
- Bulkhead Alternative Concepts
This report from Moffatt & Nichols discusses four alternatives for replacing the bulkhead. The report recommends using a “cantilevered” steel sheet pile wall built in front of the existing wall. This system does not need to be anchored with tiebacks that are buried behind the wall. This type of system would minimize construction impacts on the operation of the Marina, and, in the opinion of the consultants, would be the cheapest method of replacing the wall. At this time there are considerable construction cost risks associated with an all steel wall. Steel prices are at historic highs and may not return to former levels. The consultant also recommends modifying and reusing the existing aluminum railing because it is in very good condition.
- Numerical Modeling of Breakwater Effectiveness
This report by Moffatt & Nichols examines several alternatives for the reconfiguration of the entrance to the Marina. All of the alternatives were compared to the current conditions. According to the consultants, it is likely that some type of additional breakwater type structure will be needed in the vicinity of the public fishing pier to maintain the current wave conditions in the Marina.
- Statistical Analysis of Wave Climate and Sea Level Rise
This report by Moffatt & Nichols looks at historic and projected weather data to determine what effects future climate changes may have on the Marina. The consultants recommend increasing the height of the North bulkhead and the West bulkhead near the fishing pier by 1 foot to accommodate the expected rise in sea level over the next four decades.

(Copies of all of the reports mentioned above are available at the Marina office.)

Redondo

The Marina maintenance crew spent most of May getting the Redondo launching ramp operational. Before the parking lot was rebuilt, only boaters paid a parking fee. Now that all vehicles must pay to park in the lot, all of the rules signs needed to be updated and/or replaced. Also, all of the signs that helped direct traffic flow in the lot had to be

replaced because of the new configuration. The crew also finished installing the floats and made some minor repairs to the fishing pier to get the facility ready for the summer.

The new payment station at Redondo has been a challenge for the service staff. The payment station software program is very comprehensive. The program keeps track of all sales and can create several different management and control reports. The program also has a "lot patrol" feature that allows the staff to enforce the parking regulations inside the lot. The hardware includes a handheld computer and a small printer that the lot patroller can clip on his/her belt. The handheld is loaded with the Intellaticket software package. If the patroller finds a vehicle that has not paid the proper fee or is parked in a restricted area, they can create a citation on the handheld, print it out and put it on the vehicle, and then upload the information into the payment station so the vehicles owner can pay the citation at the machine before they leave if they choose to do so. People who receive parking tickets can also send the fines to the Marina office.

Boat Repair Yard

The maintenance staff replaced all of the cross braces on the travel-lift pier in May. The old cross braces had deteriorated to the point where they no longer provided the lateral stiffness the structure requires to be a platform for lifting boats out of the water. The staff will help a contractor install a movable ships ladder on the dock later in the summer. The ladder will make it safer for boaters getting on and off their boats at the dock.

Fuel Sales

Fuel sales continue to exceed the staff's expectations. Total gallons, total sales and profits are all at record levels for the year to-date. Total gallons of fuel sold are up 50% over last year, total revenues are up 27% and gross profits are up 79%.

Police Personnel

During the month of May, we reluctantly accepted the resignation of Records Specialist Jean Tomaras. Unfortunately, Jean found the schedules she had to work in the 24-hour records unit created too much time away from her husband and young children. We wish Jean all the best in her new endeavors.

Community Service Officer Update

Community Service Officer Tonya Seaberry reports the monthly managers meeting for May was held at the Bay Club Apartments. The topic for the meeting was Digital Video Surveillance and they had a guest speaker from a company that works with surveillance systems. Six properties were represented at the informative meeting. CSO Seaberry also attended the Highline Community College Career Fair. The fair was open to students from the college and local high school students as well. CSO Seaberry also talked with approximately 100 kids at a bike safety presentation she conducted at the Christian Faith Center. CSO Seaberry rallied the patrol officers to attend Hero Day at Parkside Elementary with her. Call volume made it possible for every officer on duty that day to join the kids for lunch and games.

Statistical Data on Reported Crimes

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

Offense Type	May 03	May 04	% Difference	2003 Total	2004 YTD
Homicide	0	0	0%	0	1
Rape	1	1	0%	14	2
Robbery	3	5	+67%	28	24
Assaults	19	25	+32%	287	112
Burglary	21	17	-19%	202	114
Larceny	50	68	+36%	518	304
Arson	0	0	0%	1	4
Motor Vehicle Theft	25	30	+20%	289	180
Other Statistics:					
Officers Assaulted	0	1	+100%	7	1
Clearances Adult Arrest	25	28	+12%	320	159
Clearances Juvenile Arrest	6	7	+17%	50	40
Calls for Service	1,934	1,998	+3%	22,823	9,585

Subdivisions/ Public Hearings and Related Activity

- Cedarbrook Plat/PUD, 24xx South 240th Street, 29 unit attached SFR townhome subdivision. Civil plans have been approved. Applicant needs to submit a bond before ROW and Grading permits are released.
- Graceview Planned Unit Development, South 234th & Kent-Des Moines Road, 27-lot PUD. Project was approved by the Planning Agency on June 7, 2004. A City Council public hearing will be held on June 24, 2004.
- Tobin Plat, 253xx 16th Ave. S, 6-lot subdivision. Engineering and applicant worked through remaining issues and an approval was issued for the civil plans.
- Mediterranean Heights, 1211 S 272nd St, 11-lot subdivision. Engineering is reviewing a design fix for the retaining wall. Perimeter road, storm and utility improvements are 90% complete. Applicant is requesting city approval to transfer bond to interior street improvement portion of the plat and to build a house before the plat is finalized. The corporate city position is no house construction or interior work authorization until the 1st phase of improvements are fully complete and inspected and the final plat is approved.

- MacFarlane Homes Short Plat, 625 S 240th Street. The Planning Agency concurred with the Comm. Dev. Director's decision to approve the modified short plat. Staff is waiting for the appeal the amended notice period to lapse.
- Sunset Gardens 12 lot subdivision; 25416 22nd Avenue South. The civil plans have been approved. As soon as a bond is posted and the right-of-way permit is obtained, the developer may begin working on the site improvements.
- Williams, 909 South 278th Place 4-lot Development; A building permit application for the gate was filed. Waiting for engineering comments.
- Mitchell (Old Beck-Kombol lot line adjustment); 246th and 26th Avenue South, The lot line adjustment requires an affidavit of correction by the surveyor based on a bad legal description. Once this is complete, building permits will be allowed to be issued. The county has issued interim tax ID numbers to allow the applicant to submit for building permits.
- Woodmont Short Plat, 1805 South 260th Street (Michael Pochepan). Plat improvements are under Construction. Building permit application for Lot 4 submitted June 1st.

Commercial Project Review

- WAMU at Redondo Square, 16xx South 272nd Street, Pre-construction meeting held and project is under construction.
- Oh Casino 258xx Pacific Highway South, 14,000 square foot Casino and Restaurant, SEPA comment and appeal period has lapsed. Only comments submitted were from the City of Kent regarding closing the north access. Applicant was informed about the comment and is concerned. Applicant doesn't understand the safety issue when the highway will be designed as a right in and right out only-- so turning movements are not a factor. Additionally, the neighboring property owner is upset over the direction the access issue is going and the fire department is on record as wanting the access to be completed as previously required. It was explained to the applicant and others that this is a jurisdictional issue that the Des Moines Public Works Director will attempt to seek a resolution on. SEPA, design review and building permit review is on hold until this fundamental design issue is resolved.
- Ohrt, 218xx 20th Avenue South, 2.2 acre office/warehouse development, Site grading to prepare for parking and access is underway. Roof trusses still back ordered.
- Rainier Truck; 24225 Pacific Highway South, Applicant has submitted building permits.
- Cingular Cellular antennae application, Des Moines Field House; The Hearing Examiner approved the conditional use permit with conditions. After the end of the 10 day appeal period, zoning approved building permit plans and forwarded to the building department.
- Mt. Rainier High School Rebuild, 225xx 19th Avenue South. Staff has been in contact with the architects and a meeting to finalize issues related to the use of Olympic School is scheduled for June 9, 2004 to discuss Olympic School improvements.

- North Hill Elementary Rebuild, 199xx 8th Avenue South. Grading permit issued. Demolition permit issued. Building permit issued. New twist—the school bought additional property to the south and will incorporate into design.

Single Family Residential Review

- 15 building permit applications submitted during May.
- Pacific Place, S 268th Street and Pacific Hwy S, 34-lot subdivision. All 34 building permits have been issued and construction is underway.
- Larose Site, 16th and 222nd Streets. Construction for Lots 2 and 3 started in March. Planning and Engineering bonds have not been released for Lot 1 because the developer is still using it for access to Lots 2 and 3 (site has not been re-vegetated, the curbs on 16th Avenue South still need to be repaired and drainage work for all three sites needs to be completed. Staff spoke to Mr. Cooper again reminding him that a NGPE and fence is required for Lots 2 and 3 prior to their Final Inspection.
- Kroupa Site, 236xx 14th Avenue South, Legal has resolved access issue and city legal exposure. Recommence final inspections and review of new building permits.
- Allingham site, 279XX 16th Avenue South, The ROWs for 279th and 16th Avenues have been compromised by grading and hillside cuts in March. A rock wall permit application was submitted on April 30th. A letter from the Engineering Department will go out during 1st week of June. A slope easement will be required.

Shorelines/ESA's

- CSR Marine at the Des Moines Marina, Building permit review completed.
- Des Moines Marina Electrical System Upgrade, Legal is working with Waterford attorneys on the dedication for the steps.
- Des Moines Creek Basin Improvements, Review of an environmental development exception for this permit is behind.
- 22745 Marine View Drive South (west of Continental Marina) – An addition and substantial remodel of a duplex in the Massey Creek/Puget Sound flood zones. Revised building permit was ready to be issued in December 2003. Permit picked up June 3, 2004.
- Taco Time, 809 Kent-Des Moines Road, Commercial Addition in Flood Hazard Zone. Under construction.
- Comcast Fiber Optic Cable Crossing, 22047 Cliff Avenue South. The completed Joint Aquatic Resource Permit Application (JARPA) packet and evidence of SEPA review was forwarded to the Department of Ecology in February. Comcast will send a letter to the Parks and Recreation Director and Harbor Master outlining when it expects to submit building and ROW use permit applications.

Code Enforcement

New cases 39

Cases closed 36

Cases currently open 141

Total new cases, year to date 178
 Total closed cases, year to date 151

Building Division

Permit Activity for May 2004

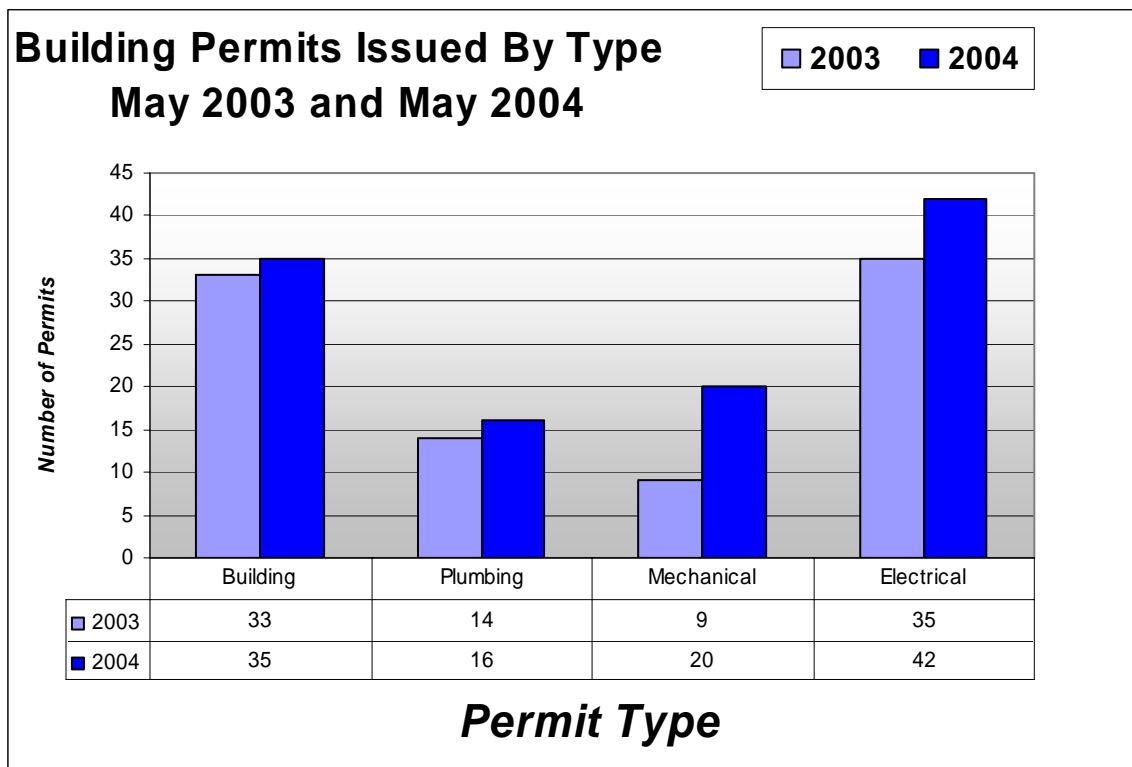
113 permits issued:

Building Permits:	35	Average Fee:	\$1,575
Plumbing Permits:	16	Average Fee:	102
Mechanical Permits:	20	Average Fee:	147
Electrical Permits:	42	Average Fee:	167
Total revenue for May 2004:			\$88,681

Compared to same period last year:

91 permits issued:

Building Permits:	33	Average Fee:	\$2,933
Plumbing Permits:	14	Average Fee:	130
Mechanical Permits:	9	Average Fee:	69
Electrical Permits:	35	Average Fee:	140
Total revenue for May 2003:			\$514,678



Building Inspection

The Building Division conducted 491 inspections this year compared with 329 inspections last year.

Highline Community College Projects

- The Student Union Building has begun interior walls and windows. The electrical, plumbing and mechanical work are well underway.
- The Early Childhood Learning Center is almost complete in the rough wooden framing portion of this structure. Electrical, plumbing and mechanical work is well underway. Finally,
- The Central Washington Higher Education Building at Highline has completed the roof deck and roofing system. Interior wall framing and sheeting has begun. Electrical, mechanical and plumbing are well underway. This project is being projected to be complete in November.

Des Moines Beach Park Historic Preservation

The City hired Project Management Northwest (PMNW) in January to assist with updating the Des Moines Beach Park Master Plan. As part of the planning process, PMNW interviewed City Council, staff, residents, and businesses to gain input regarding the City's vision of the park's future uses. A determination must be made regarding the future status of the park's features such as the historic and non-contributing buildings located within the park.

A Historical Study of the Des Moines Beach Park completed in 1989 by The Portico Group envisioned the restoration and reuse of the historic buildings and the possibility of removing the non-contributing buildings located within the historic site. This study will be updated to relate to present conditions in the park including building deterioration and tie-ins with improvements to the Marina and 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.

Artifacts Architectural Consulting was hired in May to work with the City to prepare a needs statement regarding Historic Preservation of the Beach Park to advocate for capital funding from Washington State Legislature to restore the Covenant Church Camp buildings and return the site to its former usefulness.

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.

The City is preparing an Ordinance and Interlocal Agreement with King County to establish Des Moines as a Certified Local Government (CLG) to work cooperatively with King County Historic Preservation Program, located in the Office of Business Relations and Economic Development to provide landmark designation and preservation services. Local governments that establish a historic preservation program meeting federal and state standards are eligible to apply to King County, State Historic Preservation Office (SHPO) and the National Park Service for Historic Registry status and preservation funds. Services will include designation and protection of the City-owned significant historic and cultural properties only.

As part of the County's process Des Moines must: 1) adopt the King County landmark ordinance by reference; 2) appoint a City representative to the King County Landmarks Commission; and, 3) provide for design review of any proposed changes to landmark properties. Design review may be done by the City or by King County, again at the City's option. Although the County is required to receive full reimbursement for these services, grants from the State Department of Community, Trade and Economic Development's Office of Archaeology and Historic Preservation are available to defray some of the cost to cities.

Steven J. Underwood Memorial Park- Ballfield Lighting and Restrooms

The Department submitted a grant request to Interagency Committee for Outdoor Recreation (IAC) for Steven J. Underwood Memorial Park to light a second ballfield and construct the restrooms at the park. The grant review process takes place between the months of July-September of this year. If the grant is awarded, funding will be available in the State's 2005-2006 biennium budget.

The grant request to IAC is in the amount of \$177,000 and is matched by 2004 Capital Improvement Plan funds approved for Steven J. Underwood Memorial Park (\$120,000 budgeted in the 2004 CIP for restroom construction) and a generous donation by the City of Kent (allowing the re-use of a restroom design created for the Wilson Playfield (design value estimated at \$22,000). Leveraging the funds in this manner will allow restroom improvements as well as the funds to light one additional softball field. If the grant is awarded, work would begin in spring 2005 for completion fall 2005. Portable restrooms are currently being used at the park during the 2004 sports season.

Mt. Rainier Pool

Pool Operator AMG has been tracking program growth monthly with the expectation that spring and summer swimming program revenues would result in an improved budget picture for the pool. The pool revenues have continued to be lower than expected in March through May. Because AMG sees no upward trend at all in the latest figures they are quite concerned. Registration for June to date has not improved. AMG had a Direct Mail campaign that resulted in little return. AMG is preparing a second mailer (5,000 pieces) that sends a message that people need to use the pool or it may close.

A direct mail campaign takes a month to prepare and get to the mail boxes. What AMG is doing today will not get to citizens until the second week of July. That means another low enrollment is likely during the summer months. Important to AMG's success is the ability to establish and maintain the swim lesson program. If AMG does not generate revenue from that program, the pool will not be able to sustain itself (stay open). AMG hopes that the mailing will stimulate its customer base to use the pool. The competition of private pool activity in the summer has AMG further concerned.

AMG will keep the Cities of Des Moines and Normandy Park informed of revenue progress through regular communication and monthly reports and will do the best they can to keep the pool open and fully operational.

Volunteer Projects

On May 2, staff partnered with the Des Moines Boosters, the Des Moines Rotary Club, and representatives from the local Coldwell Banker and John L. Scott Real Estate offices to clean, weed, and plant annuals donated by Furney’s Nursery, in the Big Catch Plaza and the S.S. Minnow. Twenty two volunteers then continued weeding and cleaning the downtown area donating approximately 88 hours of their time.

On May 18 staff supervised a group of Campfire Kids and their parents who donated and planted annuals in the pots at City Hall Plaza to receive their “volunteer” merit badges.

On June 12, the Kiwanis Club cleaned and installed annuals at the Des Moines Flag Memorial as part of their on-going volunteer commitment.

On June 18, staff partnered with Des Moines Windermere to organize a “Community Services Day”. Approximately 40 people volunteered their time for a cleanup project at Wooton Park Rose Garden.

Also on June 18, a second Windemere Property Management Group with volunteers from Des Moines and Seattle worked with staff to adopt a downtown city block to weed and clean from 8:00 a.m. to noon.

Recreation Program Update

<u>May Revenue</u>	<u>2004 YTD</u>	<u>2003 YTD</u>
\$32,653.94	\$209,338.88	\$190,324.65

Field Scheduling

Beautiful May weather brought heavy usage on all of our available sports fields and kept fields in great shape early in the year. Steven J Underwood Memorial Park continues to be extremely well received and is serving as the new home of the Mount Rainier High School Girls Fastpitch Softball program. We hosted the Seamount League District Fastpitch Tournament on May 15th, 2004, and got rave reviews on our new facility. Various rental groups including local Little Leagues, Evergreen Lutheran High School and many random adult and youth groups continue to heavily utilize both fields at the Des Moines Field House and Zenith Park as well as the new fields at Steve J Underwood Memorial Park. The month of June will be very busy as we have tournaments scheduled every weekend at Underwood Park.

Senior Center Division Statistics – May 2004

	2003	2004
Number of Meals Served	829	1,076
Fee Program Participants	335	342
Drop In Participants	810	1,221
Volunteer Hours	2,930.75	2,229.25
Total Revenue for May	\$12,040	\$3,147

Computer Lab

Many thanks to Wesley Homes for donating gently used Pentium computers for our computer labs at Wesley Gardens and Wesley Terrace. Our computer labs are hosted at the Wesley Campus, with one lab in the Terrace and one lab in the Gardens. Each lab has eight Pentium computers, one laser black and white printer, one laser color printer, and one scanner. We have operated our computer labs at Wesley since 2000. The senior activity center is responsible for all maintenance, upkeep and repair of the computers and equipment and for paying the monthly internet bill. In exchange, we have unlimited free access to the computers and the scheduling of the labs for classes. Wesley provides the space, the furniture and the volunteers to run the lab when their residents use the computers. Wesley residents pay a \$1 donation to use the computer labs. It has been a very successful partnership.

Senior Coed Softball Team

Games are going well, but the team would like to win a few more. Currently they have won 2 games and lost 4 games. Go team go!

Highline Community College Sidewalks

The Public Works staff has been working with Highline Community College (HCC) regarding their frontage improvements (curb, gutter and sidewalk) along S. 236th. While they have designed the total three-block length, at this time they will be constructing the one-block section from 26th to 27th. The remainder will be constructed as a condition of future campus additions.

A letter was sent by the City staff to the four property owners on the north side of S. 236th who will be affected by the College project. The Public Works Director met with two of these property owners who had concerns regarding the design. City staff will continue to work with HCC to resolve the homeowners' issues.

Bus Service

King County METRO was proposing changes to the bus service it provides to South King County. It originally involved trading some SR 509 mid-day express service for additional service to a highly used route in West Seattle. After hearing complaints from citizens and South County cities, including the Des Moines City Council, the County Council decided to reinstate part of the mid-day SR 509 express service.

City staff from Public Works and Community Development met with the right-of-way purchasing consultant for the Washington State Department of Transportation in order to give them direction on City requirements relating to the purchase of land on the west side of I-5 for the SR509 project.

Marine View Drive Bridge/ Des Moines Creek Basin Projects

The bridge project remains on hold until funding has been obligated through the signed fourth Des Moines Basin Interlocal (ILA). Upon receiving funding, the project construction plans and specifications can be ready for bidding within an estimated 120 days and construction starting at five weeks following bidding.

Funds are to be obligated toward the bridge project from the Des Moines Creek Basin Committee. The ILA includes 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. The City Council approved the document on March 11. All of the five parties have now approved the ILA and the ILA is being routed for signatures. With the full signed agreement, a notice to proceed is expected to be given in early June to INCA Engineering, to complete the design of the Marine View Drive bridge. The bridge project could be bid for construction in early October with construction starting in November.

At least two bridge interlocal agreements for utility work will be required. Council approved an ILA with Midway Sewer District on May 13. Staff is presently negotiating an agreement with Seattle Public Utilities (SPU) for the relocation of a 24-inch water main. SPU is also looking into the possibility of abandoning the 24-inch water main. Water District #54 has also expressed interest in entering an ILA for the relocation of their water main.

Drainage Inventory

Staff is presently preparing an inventory map of the entire City drainage system. This involves collecting field information of over 77 miles of drainage piping, 15 miles of ditches and nearly 3,500 catch basins and manholes, and 50 public detention and water quality facilities. All of the field information has now been collected. This information is now being transferred into the City Graphic Information System (GIS), whereupon, the maps are reviewed and verified for accuracy. The GIS mapping is expected to be complete by the end of the year.

Once completed, the city drainage inventory will become a very useful tool for tracking maintenance activities, for locating problem areas, identifying capital improvements, and providing drainage information to developers.

Surface Water Management (SWM) Utility Rate and Efficiency Study

Financial Consulting Solutions (FCS) Group presented the draft Efficiency Study to Council on April 8. The draft Study included recommendations for both engineering and maintenance staff and included items such as the need to define levels of service (maintenance), developing a system for tracking maintenance activities, improving the complaint management system, improving Vector truck operation (accessing water and decant disposal), tracking street sweeping, the need to evaluate engineering staff time used in development review, and budgeting impacts related to the upcoming National Pollution Discharge Elimination System (NPDES) permit. Council requested Staff to prepare a response to the Study. This response is expected to be presented to Council July 1.

The target date is to complete both the Utility Rate and Efficiency studies by August 2004.

240th Outfall Replacement

A minor land slide developed at the bluff at the west terminus of S. 240th Street. Upon inspection of the area, staff noted that the storm system had been pulled apart by the

slide and that storm flows were discharging into the slide area. Further inspection of the corrugated pipe showed that the bottom of the pipe had corroded and could no longer convey storm water and discharge it to Puget Sound. David Evans and Associates has been recommended by SWM staff for preparing a design for the replacement of the outfall with construction taking place this summer at the same time as the Woodmont Culvert Project. This project is deemed urgent as that area of 240th contains a major high-pressure gas main that serves Vashon and Gig Harbor. City crews have installed a temporary repair and staff is monitoring the site. Puget Sound Energy has also been informed of the situation.

Pacific Highway South Project

May was an excellent month for progress on the Pacific Highway South Project. The entire underground utility system is now up and running. Notices were sent to all property owners along the highway directing them to make arrangements to connect their utilities to the new underground system. As soon as the property owners complete their work, the utilities will be able to remove all remaining utility poles, thus allowing our contractor to complete the curb and gutter installation.

Puget Sound Energy has also completed the lateral relocation of the tall high voltage power poles on the north end of the project. An anti-graffiti product has been applied to all of the concrete walls on the project. This product makes graffiti easier to remove by reducing how much it soaks into the surface. Walls have been measured, and aluminum hand railing has been fabricated for the taller walls.

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. Weekly meetings are being held between the various project managers for the City, contractor, sub-contractors and local utilities. The pond sites on South 220th and 222nd Streets are being used by the contractor for storage and staging of project materials. Ceccanti continues work reconstructing side streets, changing the grades to allow for better sight distance on approach to the intersections with Pacific Highway South. Ceccanti has completed most of the driveways, curbs and gutters and sidewalks on the west side of the Highway. Traffic has been shifted to the west side for grading and leveling to construct the curb, gutter, driveway and sidewalk on the east side.

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. Adjustments to original driveway plans have been made on a couple properties at the request of the owners with little impact to the project. Tenants are contacted to discuss timing of the work in front of their individual properties. 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. 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.

Ceccanti is finishing the drainage work for the project. The remaining work includes areas near the Kent-Des Moines Road intersection. 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. Work is beginning on this site. Dewatering wells have been installed to reduce the water table in order to allow proper construction of the water quality/detention pond into the side of the sloped area. The cities of Kent and Des Moines, and Department of Ecology have been working closely through this process.

After the site was cleared, an engineering firm representing Shell Oil Company advised the City that Shell’s engineers have been monitoring a plume of contamination from an old gas tank at the Shell station across the street from the pond. Work on the pond was immediately stopped. Staff needed to ensure that the dewatering of the pond site did not exacerbate Shell’s plume. After numerous meetings with Shell’s representatives, the City’s consultant engineers and hydro geologists, the Contractor’s hydro geologist, and City staff, a plan was developed to continue work on the pond. There are significant cost increases from the delay and additional work to develop an approach and to avoid the Shell contamination. Staff will continue to work with the Legal Department and Shell to manage these costs.

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 July.

Arterial Maintenance

A new chip sealing process was done in 2003 in an effort to preserve as many streets as the budget allowed in the “good” pavement rating category, and we did accomplish 5.52 miles of preventative maintenance. However, Council has requested that staff investigate adding a slurry seal to improve the aesthetics of the chip sealed streets. 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. 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. Ideally, this would consist of re-chip sealing the streets that have lost a substantial amount of chips; however, because of Council’s concerns about the chip seal appearance, staff will be evaluating slurry seals where they can be used appropriately. Although, much of the chips have worn away in some areas, a substantial benefit has still been obtained from sealing the streets.

South 216th Street / 24th Avenue South Signalization Project

KPG continued work on the South 216th Street / 24th Avenue South Signalization Project. Right of way (ROW) needs have been established. Staff has been contacting property

owners to discuss ROW acquisition. Purchase and sale agreements are starting to be finalized.

6-Year Transportation Improvement Program (TIP)

A public hearing is scheduled in June along with presentation to Council for comments on the proposed plan for 2005-2010. These items are furnished to the State for coordinating funding, need, plans etc. throughout the governmental agencies.

Crosswalk and Stop Bar Marking

Public Works has been working with King County Road Maintenance remarking crosswalks and stop bars, mainly in the downtown area 7th Avenue, Marine View Drive, and S. 216th to 227th. This project is to replace all the worn thermal plastic markings. Some intersections along 16th from S. 240th to 272nd are also scheduled for remarking.

Audit 2003

Fixed asset detail continues to be reviewed and reconciled to prior years' financial statements. Year end entries still need to be completed before financial statements can be prepared. The auditor has left and will return when financial statements can be audited.

The 2003 Annual Report to the State Auditor was mailed on May 28. The report includes detail revenue and expenditure transactions, long-term debt schedule, debt capacity schedule, Schedule of Federal, State, & Local Government Assistance, Schedule on Limitation on Public Works Performed by Public Employees, and Schedule of Labor Relations Consultants.

The 2003 annual Street Report was completed and transmitted to the State Department of Transportation.

Redondo Boat Launch

City staff is working to bring this project to closure. There are a number of outstanding issues at this time, including: a) final connection and alignment of the floating breakwater; b) correction of problems associated with the concrete ramp; c) reconfiguration of the new floats; d) purchase of additional floats; and e) close-out of the construction contract.

The ribbon-cutting ceremony was held on the last day of April. The event was well-attended. A bronze plaque and a bollard were installed.

The landscape arbors were completed during May. The Redondo Community is interested in providing flower baskets to hang from the arbors. Administration will oversee this effort, and the planting of climbing vines that will grow up and across the arbors. If funds are available, we will be installing decorative lights on the arbors. The electronic pay station is working well. Revenues have exceeded our forecasts.

Comprehensive Plan: Amendments

Staff has met several times with a citizen who is seeking permission to construct an active retirement facility on the Sola property in Redondo. This project requires a Comprehensive Plan Amendment granted by the City Council.

E-Government & Information Services

Administration is working on an ordinance to establish rules for placement of links and information for non-city groups or events on our website. Hardware changes have been made to change City email addresses to _____@desmoineswa.gov. This change will become permanent on July 23, 2004. Councilmembers may begin using the new address now, but any “reply” emails sent will

Cable TV PEG Upgrade

The consultant is preparing plans and specifications to replace the A/V system within the Council Chambers. Input from the City Council will be incorporated. We hope to advertise for bids during the first week of July.

HVAC Upgrade for City Hall

A contract for consultant services was signed during May. Administration is trying to schedule this work so it is concurrent with the A/V upgrade in the Council Chambers.

Marina Retail Feasibility Study

Administration received the preliminary findings for the retail feasibility study for the Marina. The draft report indicates that large-scale developments (those requiring a parking structure) are not financially viable. We are now focusing on a smaller-scale retail/service building on the north side of the Marina office building. This project is consistent with the Marina Master Plan.

City staff is working with a prospective purchaser of the Breakers Restaurant. The purchase may provide the opportunity to create a new lease agreement that is more favorable to the City.

Contracts Signed in May

- Artifacts Architectural Consulting- Beach Park Historic Building Study
- Steven J. Underwood Memorial Park Electrical and Ballfield Lighting Project
- Midway Park Design
- Des Moines Creek Interlocal Agreement.
- Midway Sewer District – Marine View Drive Bridge Interlocal Agreement.
- David Evans & Associates – Design of Woodmont Culvert Project.
- AMEC Environmental – Public Works Yard Underground Storage Tank Remediation System repair, replacement of system blowers and electrical system.
- Agreement with King County for doing the thermo plastic striping.
- Interlocal agreement with the Washington State Criminal Justice Training Commission for the City to service their vehicles in exchange for Police using their firearm range.
- Consultant services for design of new HVAC systems for City Hall.

Bids, RFP's and RFQ's to be issued in the following month (June).

- A change order for the agreement with Moffatt & Nichols Engineers will be signed in June. This change order will authorize and expenditure of \$18,000 for a topographic and bathymetric survey of the Marina. The funds will come from the contingency authorized by the City Council for the original agreement.

- We expect to sign a consultant contract in June to review our Pacific Ridge visions and to assess the impact of towing yards on this overall Pacific Ridge vision as per Council direction. We will also sign the contract with the Department of Ecology for updating the Shoreline Master Program as directed by Council.
- Contract for design and inspection services for the 240th Outfall Project from David Evans Associates.
- An Interlocal agreement with Water District #54 for including the relocation of their water main as part of the Marine View Drive Bridge project.