

# *City Manager's Office*

August 19, 2003

To: City Council  
From: City Manager  
Re: Monthly Report for July 2003

## SR509 Funding and Right-of-Way Purchase

The SR509 project received \$35 million of funding through the recent 5-cent gas tax increase. One of the items that this money is to be used for is to begin buying right of way. The most complicated and time consuming portions of the project are along the west side of I-5 from the point where SR509 links with I-5 just north of S. 216<sup>th</sup> to around the Kent-Des Moines Road interchange. As a result, this is the logical location to begin purchasing right of way for the project. Washington State Department of Transportation is expecting to begin buying this needed property beginning later this year. The property in Des Moines will be portions of lots along the east side of 31<sup>st</sup> Avenue S. on the north end of Pacific Ridge, and portions of lots along the east side of 30<sup>th</sup> Avenue S. on the southern portion of Pacific Ridge.

## Marine View Drive Bridge

The project remains on hold until funding is acquired for Phase I. Upon receiving funding, the project construction plans and specifications can be ready for bidding within an estimated 90 days.

Staff is awaiting word from the State Department of Transportation on whether funds would be made available to the project as mitigation for the SR509 Project. The recent State transportation budget included an increase of 5 cents for the gas tax, which allowed \$35M to be budgeted for the SR509 Project.

However, because the SR509 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 for construction and ongoing maintenance of the Basin Projects is made. The Interlocal Agreement will include provisions for funding and maintenance of the Marine View Drive Bridge. The schedule is to have an Interlocal agreement ready for review and approval by all of the Des Moines Creek Committee parties by September of this year.

Staff has applied for a new Public Works Trust Fund loan in the amount of \$523,400 that will provide funds to cover only Des Moines' expenses on the Des Moines Basin Projects. Preliminary ranking of the applications has the bridge project as 86 of more than 160 applications with the funding cutoff excluding the bridge project. However, there still may be a possibility of this funding should any of the funded projects require less funds or if some projects are removed from the list. Staff will be looking at alternate forms of funding the Des Moines share as part of the 2004 CIP process.

#### Des Moines Creek Basin Projects

The Committee continued 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 is evaluating the scope of work and funding scenarios. The Committee hopes that this very important Interlocal Agreement will be made available to the member agencies sometime in September for approval later in the year.

The Committee has decided to proceed with doing a limited Value Engineering study to determine if there could be some additional cost savings on the Basin projects. This study will be conducted within the next two months. Final design plans will wait until the VE study is complete in order to apply any cost saving measures that may be recommended.

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

Construction of the project started July 15. The project is expected to be substantially complete by the conclusion of the "fisheries window", which is September 30. The project is supposed to be physically complete and operational by November 30.

An article on the project was placed in the July edition of City Currents. Also, a neighborhood newsletter was sent to property owners in the vicinity of the project to inform them of the road closures and detour routes, as well as contact information. A copy of the newsletter was also provided to the Council. Through July, there has been very little complaint of the detour plan or impacts of the project to the community. This project involves a complete reconfiguration of the six-legged intersection of Kent-Des Moines Road, 10<sup>th</sup> Avenue, and 230<sup>th</sup> Street. The south half of the intersection will be reconstructed to form two separate intersections. Two short span concrete culverts will replace the existing old undersized corrugated metal culvert that conveys Massey Creek under the intersection. The area between the new culverts will be restored as open stream with fish habitat features and vegetation. The students of Mt. Rainier High School have expressed interest in maintaining the new plantings as part of their environmental awareness program.

Through July, the temporary storm bypass system was installed, the sanitary and water utility lines have been relocated and existing roadway area has been removed. Excavation for the westerly culvert is nearly complete, with soil hardpan encountered at nearly the correct depth for the culvert footing – this will provide adequate culvert support without having to modify the size of the culvert footings. The excavation for the

easterly culvert will occur in August with placement of the pre-fabricated culverts and wing wall sections occurring shortly thereafter. The weather has been ideal and the project is well ahead of schedule with only minor problems encountered.

#### Flooding on the North Fork of McSorley Creek

The property boundaries were surveyed on the upper North Fork of McSorley Creek (between 244<sup>th</sup> Place and 245<sup>th</sup> Place, west of 20<sup>th</sup> Avenue) where the creek flows through a small 15-foot wide easement between a line of homes. The creek is currently overtopping and flooding the backyards of some adjacent homes.

Analysis of the survey showed that approximately 200 feet of the channel has filled with silt and canary reed grass and will need to be excavated and the channel re-shaped to provide enough capacity to prevent flooding. Because the work involves working within “waters of the state”, a permit was obtained from State Fisheries. The survey also indicated several encroachments into the creek easement, including sheds, fences and landscaping but staff has determined that the work can be done without requiring the property owners to relocate the encroachments. The stream work is scheduled for late August or early September and will be done using City SWM crews and engineering staff.

#### SWM Rate and Efficiency Study

A RFP was issued out using the Professional Services Roster for doing the Utility Rate Study and Efficiency Study. Financial Consulting Solutions Group (FCSG), Inc. was selected from the two firms that submitted RFP’s and staff is presently preparing a scope of work and contract with FCSG, inc.

#### Pacific Highway South Project

Bids for the second advertisement of this project were opened on July 1, 2003. WSDOT and FHWA reviewed the award of the contract before it was brought to Council. Council awarded the construction contract to Ceccanti, Inc. who was the low bidder the second time (they were second low the first time). A pre-construction meeting was held with our consultant CH2M Hill, Ceccanti and City staff on July 16<sup>th</sup>. At this meeting, several items were discussed including: plans for communication, how to address field changes, procedures for resolving disputes, Ceccanti’s scheduling plans, and specifics on the various construction items in the contract. On July 24<sup>th</sup> a large pre-construction meeting was held with the consultant, the contractor and their electrical subcontractor, Metro, neighboring cities, local utilities and staff. Both meetings were successful. Ceccanti has committed to having the project paved by October 2004 as long as City staff is able to get the utilities involved in the joint trench to meet their schedule. A notice to proceed for this contract was issued for August 18, 2003. Ceccanti is actively submitting the necessary paperwork on labor and materials to begin the project.

As we get closer to construction time, staff is receiving calls from property owners on Pacific Highway South about specific issues concerning their particular business, i.e. where and when construction will start, driveways, permits for constructing their walls, parking lots, etc.

### 2003 Arterial Maintenance Project

All the streets in the City were rated and put into a database to evaluate our needs and suggest possible courses of action to take to maintain the current standard of roadway. Since most of our roads in the City are in fairly good condition, it was decided to maintain them this year by performing chip seals in various areas throughout the City. On July 10<sup>th</sup>, Council awarded the construction contract to Central Oregon Pavers, Inc. They are in the process of completing their preliminary contract paperwork for staff review. Staff hopes to start construction in mid-August, and be completed by early September. KPG, Inc. is performing the construction management and inspection portion of this project.

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

KPG continued work on the South 216<sup>th</sup> Street / 24<sup>th</sup> Avenue South Signalization Project. Right of way (ROW) needs have been established. Staff is in the process of contacting property owners for ROW acquisition.

### Road and Street Maintenance

- The painting crew is still working on painting stop bars, crosswalks and arrows on streets around town. They will be finished by the end of August.
- Vegetation control work continues. Along with mowing shoulders, weed eating and tree removal, the seasonal helpers and some crewmembers worked with King County Noxious Weed Control to remove noxious weeds such as tansy ragwort and purple loosestrife. The City had eight significant sites that were cleared of these plants. As of King County's last inspection on July 31<sup>st</sup>, they were very pleased with the results of the removal work.
- King County Road services did our annual street striping work on July 30 and 31. This work is done under an Interlocal Agreement between King County and the City of Des Moines. The cost estimate for this year's work was \$10,124.

### Surface Water Maintenance (SWM)

- The crew is still working on some drainage adjustments and repairs related to this year's upcoming chip seal overlays. This work needs to be completed before the contractor starts his work.
- A sinkhole in the area of S. 287<sup>th</sup> Street on Redondo Beach Drive along the sea wall was repaired.
- Another sinkhole in front of 28303 Soundview Drive was looked at and filled. It doesn't appear to be related to any storm drainage problem; but the crew will monitor it and watch for anymore failures. The problem was behind the curb in the planter strip.

### Jail Advisory Group

The Jail Advisory Group (JAG) tries to resolve any disputes between cities pursuant to their interlocal jail contracts. JAG also makes recommendations to the Jail Operations Group (JOG) for alternative jail facilities and proposals for new jail facilities. JAG is currently in the process of creating an administrative clerical position which will perform

a variety of duties relating to the administration of the four interlocal agreements dealing with jail services for King County cities. This person will also provide staff support for the JAG and JOG boards in developing policies and procedures relating to future jail management services. An interlocal agreement will be presented to the City Council in September to help fund this position.

#### Normandy Park

The City of Normandy Park has contacted Des Moines to discuss the possibility of contracting Court Services for Normandy Park with our Municipal Court. The City of Normandy Park has been given notice this past year that their contract with King County District Courts will expire in January 2005. The contract could go before the City Council in September if all the details are worked out over the next several weeks.

#### Court Security & Court Transport Officer

Rick Ferrell our Court Security Officer and David Foxley, our Court Transport Officer, received their limited commissions on July 17, 2003. This will now enable either officer to transport a person who is a felon or needs to be transported by a police officer. The police department also benefits from this commission, as it will alleviate pulling an officer off the street to do a felony transport or having an officer come in on three hours overtime.

#### Economic Development

The Community Development Director continues to work with the Finance and Economic Development Committee on an economic development work program.

A "Neighborhood Meeting for Businesses" has been scheduled for August 26<sup>th</sup> at the South Marina Park. Work on the details began with the Chamber and other organizations in early July.

Interdepartmental weekly meetings have been established to address how permits are processed. From just a few meetings, the group has developed ideas on how to improve customer service that will be instituted immediately.

As part of our commitment to revamp our processes, the SEPA packet has been completely overhauled. It now contains new and improved graphics; all pages are the same size and it is completely contained in one PDF file. Once final approval is received, it will be posted on the web site, as well as posted in the lobby.

#### Masonic Retirement Center Redevelopment

Masonic has begun construction on the first duplex on the site that will be used as a sales office. They expect to open this office in October. If all goes well, they will submit plans for Phase I construction in Fall 2004.

### Highline School District

Bi-monthly meetings with the Mt. Rainier design team have begun. After two meetings we are impressed with their design skills and understanding of the site. We are working collaboratively on the design of this site.

The designers of the North Hill Elementary School, on the other hand, are taking a totally different approach. Staff has had little interaction with them and in fact, they are requesting a pre-application meeting on August 13. They have informed us of their intentions to submit for design review by the end of August.

### Community Development - Miscellaneous

Staff is still awaiting more information on the Judson Park redevelopment project. They have stated their intent to present their plans to staff in August or early September.

Des Moines' first casino will open in mid August at the site of the old Blockhouse restaurant. A second casino (located next to the Sea Mac Truck Sales on Pacific Highway) has requested a pre-application meeting in August.

Due to some interdepartmental cooperation, a willing applicant (Des Moines Yacht Club) and quantum fast review and permitting, the two billboards located at the Des Moines Yacht Club were demolished.

Community Development revenue to date is **\$1,085,253.40**. We expect to bring in another million within the second part of 2003.

### Subdivisions/ Public Hearings and Related Activity

- Mediterranean Heights, 1211 S 272<sup>nd</sup> St, 11-lot subdivision. A partial bond has been submitted for "Phase I" of site improvements. The developer will complete the improvements along South 272<sup>nd</sup> St and 10<sup>th</sup> Ave S during Phase I. When the remainder of the bond is posted, Phase II will begin, which includes all internal site and street improvements.
- Pacific Place Plat, S 268<sup>th</sup> Street and Pacific Hwy S, 34-lot subdivision. The City has granted a partial bond release for the onsite improvements that have been completed. Final plat approval will be heard by the City Council on September 25, 2003. This plat moved very fast.
- Gordon Apker Short Plat, 625 S 240<sup>th</sup> Street. Mr. Apker must post bond and pay park fees prior to recording of short plat. He has requested that the application be placed on hold until further notice.
- Beck-Kombol lot line adjustment; 246<sup>th</sup> and 26<sup>th</sup> Avenue South, The slope easement request was brought before Council on July 10<sup>th</sup>. The applicant has withdrawn this request and is currently working on an alternative road design that does not require an easement. We have advised the applicant's engineers to meet with Engineering before starting on the redesign.

### Land Use Administration

- 18 Business Licenses were submitted for review. 14 have been approved; one is on hold so the applicant can apply for the required sign permit; one is for a family daycare and is pending for the public comment period to end in the middle of August; two were submitted on July 28<sup>th</sup>.
- Approved family daycare home occupation license that was submitted in June after its public comment period ended and the house inspection was completed in early July.
- Five Special Use Permits (SUP) for temporary banners and signs were issued. Staff continues to work with the Code Enforcement Officer on notifying business owners of the SUP requirements for temporary banners and signs.

### Commercial Project Review

- The Cliffs; 22226 Cliff Avenue South, new 12 unit condominium-. The applicant has requested that the bond for the building permit be released. Building staff has indicated that there is still construction debris at the Marina from this project and an exhaust system in the garage that needs to be approved.
- Ohrt, 218xx 20<sup>th</sup> Avenue South, 2.2 acre office/warehouse development, A limited grading permit has been issued and most of the site is now stripped of vegetation. The applicant will be installing utilities and rough grading of the site in preparation for future building permit release
- Des Moines Parks and Recreation, 218xx 20<sup>th</sup> Avenue South, 15 acre City Sports Park- Public Works has now installed a subsurface interceptor drain which appears to be working. Parking lot paving schedule has changed to take advantage of combined bidding with the Senior Center parking area. The 3<sup>rd</sup> ball field is quickly taking shape.
- Holy Trinity Lutheran Church, 2021 S. 260<sup>th</sup> Street, the applicant has completed landscape work and is calling for an inspection. Interior finish work remains, but all other work is substantially complete. .
- Water District 54, 21660 11<sup>th</sup> Ave. S, Building plans for phase 2 construction have been submitted, but landscape work from the first phase has not been completed. City staff is working with Water District staff to get the necessary assurances that it will be done.
- T Mobile Conditional Use Permit. 1610 South 260<sup>th</sup> Street, A DNS has been issued.
- Cingular Cellular antennae application, Des Moines Field House; Council has approved the lease agreement and the project can now be reviewed by Community Development. SEPA review and a CUP is required.
- Discovery World Daycare Center; 22038 9<sup>th</sup> Avenue South, Project is 2/3 complete. Street improvements need to be installed. The applicant has submitted a Conditional Use Permit application to revisit the prior CUP's conditions of approval limiting the number of children at this facility.
- South Shore Fellowship, 2038 South 222nd Avenue. Environmental review is complete, the applicant can begin building permit process as soon as the design

permit is approved. Staff plans to complete design review during the first week in August.

- Cahill Residential to Office Conversion; 22234 7<sup>th</sup> Ave. S. Development Services approved plans subject to a joint parking agreement and forwarded to the Building Division.
- Canopy World; Site Redevelopment, 22820 Pacific Highway South. Plans submitted and routed.

Code Enforcement

New cases	43
Cases from sweep	0
Cases closed	30
Cases currently open	150
Total new cases, year to date	222
Total closed cases, year to date	196

Building Division

Permit Activity for July, 2003

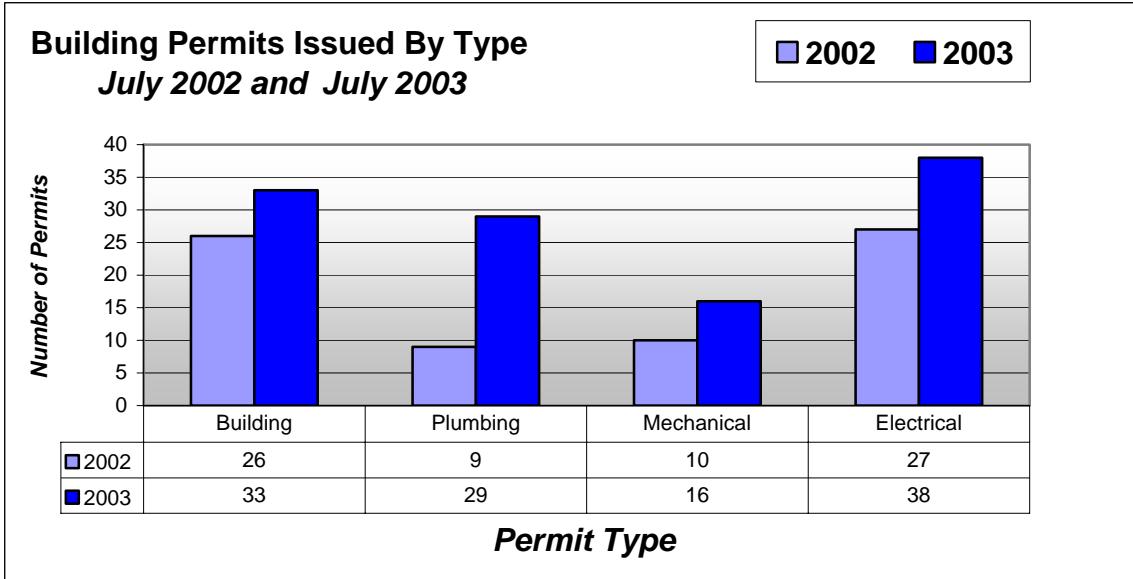
116 permits issued:

Building Permits:	33	Average Fee: \$1,069.00
Plumbing Permits:	29	Average Fee: 193.00
Mechanical Permits	16	Average Fee: 123.00
Electrical Permits:	38	Average Fee: 165.00
<b>Total revenue for July, 2003:</b>		<b>\$74,333</b>

Compared to same period last year:

72 permits issued:

Building Permits:	26	Average Fee: \$1,180.00
Plumbing Permits:	9	Average Fee: 181.00
Mechanical Permits:	10	Average Fee: 131.00
Electrical Permits:	27	Average Fee: 192.00
<b>Total revenue for July, 2002:</b>		<b>\$55,272</b>



The building division conducted 402 inspections this year compared with 341 inspections last year. This year's permit total is 723.

Redondo Boat Launch

Bids were opened on July 3, 2003 and the construction contract was awarded to Ohno Construction at the July 10, 2003 City Council meeting. As a cost-savings measure, improvements to the existing boarding float were eliminated. Also, the electronic gate/ticket system was deleted. With these adjustments, there is a small amount of funds available for contingency. Our goal is to realize savings in other areas of the project so that these items can be added back into the project scope. In particular, the extension of the north float is an important boating amenity.

Corrected plans were submitted to the Community Development Department for completion of the building permit process. The building permit fee was less than the amount budgeted, and contingency funds increased accordingly. The Assistant City Manager has been in regular contact with the businesses in the area and with Highline Community College. At the suggestion of a local business, signs will be installed in the area to inform motorists/boaters that the ramp is closed but Redondo businesses remain open. Staff met with the SeaFlex representative onsite to coordinate the installation of the floating breakwater. A purchase agreement for the SeaFlex system was signed during July.

The Assistant City Manager is assisting the Community Development Department evaluate a proposal by Lakehaven Utility District to adjust the boundary lines separating the Redondo parking lot from the District's Sanitary Sewer Pump Station No. 7. Since this action would alter City-owned property, this change is a legislative matter that will ultimately come before the Council.

### Field House Improvements

A pre-construction meeting was held for site improvements (ADA and drainage improvements) authorized in the CIP. The contractor is R.L. Alia Company. Construction was postponed until the conclusion of Waterland and as a result there were only a few days of construction during July. In those first four days, the contractor did unearth a number of unexpected items in the grounds around the building. One example is that the building foundations are not configured as we expected. Some of these underground conditions necessitated design changes in the field. We are expecting that some of those changes will result in higher construction costs. At this time, the project remains within budget.

### Sports Park Phase 1B

Grants Landscaping Services built the third ball field during the month of July. Grants has done a fine job and we hope to work with that firm again. Construction meetings were held each week to discuss progress and problems. This project is nearly ready for closeout. This project will be completed within budget and on schedule.

### Comprehensive Plan: Amendments

The Parks Department is preparing some amendments needed to maintain consistency between the Comprehensive Plan and the draft Parks, Recreation, and Senior Services Master Plan. Washington State Parks has indicated that they expect to withdraw or postpone their request to rezone Saltwater State Park. Meanwhile, the Community Development Director has received new information from the Port of Seattle regarding the amendments for the Port Buyout area.

### E-Government

Minor refinements were made during July. The website seems to be functioning well.

### Personnel/Human Resources

The City Manager and Assistant City Manager met with Teamsters representatives during a regular bimonthly meeting. Relations with the Teamsters are positive. During July the Teamsters did file a Request for Interpretation with the Public Employers Relations Commission (PERC) regarding the Night Attendant position at the Marina. This is a new position that has not been advertised or filled.

### On-Site Records Storage Facility

Funds have not been allocated for the construction of a permanent records center in the Public Works Storage Building. As an interim measure, Administration is creating a temporary storage room in the basement of the Engineering Building. Since the racks for the permanent facility have been acquired, there should be little or no cost associated with creating the interim records room. On July 10, 2003, the City Council authorized the surplus of old equipment stored in the Engineering Building and now the room can be cleaned for the installation of the storage racks. The City Clerk will be preparing a preliminary layout for the interim storage room, and will oversee the operation of the room once the racks are installed.

### Citizen Action Request Program

We receive approximately 30 requests per month. Nearly all of the comments/complaints were addressed within 48 hours. Citizens can share their thoughts in person, by telephone, fax, or via the new website.

### Cable TV PEG Upgrade

The Assistant City Manager began researching potential a/v upgrades for the Council Chambers. We will be able to learn from other cities' efforts to improve their systems. Improvements planned at this time include: lighting, sound amplification, digital projection of visual aids, robotic cameras, character generator, etc. Staff will also explore options such as electronic voting system for Councilmembers and live broadcast of Council meetings.

### Legal Department - Civil Matters

- Code Enforcement: The Assistant City Attorney met with a local restaurant/lounge owner and his attorney regarding code violations and occupancy requirements.
- Graffiti Ordinance: The City Attorney, working with the Police Department, prepared an anti-graffiti ordinance for consideration by the City Council.
- Initiative: The Legal Department advised the City Clerk regarding proper response to the second McFarlane initiative; and, after reviewing the proposed initiative, determined that it was not subject to initiative or referendum, and notified the petitioner of the determination in writing.
- Utilities: The City Attorney's Office assisted in negotiation, and redrafted agreements, with the City of Kent, Comcast, and Puget Sound Energy in connection with the Pacific Highway South Improvement project.
- Public Disclosure: The Legal staff spent numerous hours working on various public records requests for various departments and one subpoena duces tecum request regarding Charles Champion, the suspect in the Officer Underwood murder.
- Wescot Conveyor Belt: The City Attorney and staff spent numerous hours researching, preparing, and filing the City's brief in the Wescot conveyor belt Court of Appeals litigation.

### Legal Department - Criminal Matters

The Prosecuting Attorney filed 862 violations in July.

### Audit 2002

Information technology audit exit conference still pending. GAAP Financial Statements are in process. General governmental statements are complete. Still pending are proprietary fund statements and note disclosures. The State auditor started legal compliance audit with review of debt and property tax limitations. Auditor has left to

start another agency's audit and will return to complete city's 2002 audit when financial statements and note disclosures are complete.

Eden Inforum Gold Software Implementation

On June 16, staff began live transactions using the Inforum Gold software core financial modules, general ledger and accounts payable. Staff completed budget training on July 23 and fixed asset training as of August 1, 2003. All procured modules are now active. Data conversion to Fixed Asset Module still requires refinement to reconcile to actual physical assets owned by the City. Staff spent significant efforts cleaning up the old Eden data prior to conversion. Final Eden training will be Intermediate Crystal Reports scheduled for September 9 – 12.

Budget	Spent to Date	Funds Remaining
\$150,000	\$70,252	\$79,748

Budget

Finance staff has started the 2004 budget process. Preliminary budget calendar has been prepared. Staff has started in depth review of 2003 General and Street Funds' year-end revenue estimates and preparing estimated revenues for 2004. Staff will be using new Eden budget module to provide budget information reporting.

Power Distribution System Upgrades

The kick-off meeting for the design of the first phase of the Marina Power Distribution System Upgrades Project was held on July 29. Last month, staff reported that the Marina's consultant, Wood/Harbinger Engineers, (W/H), recommended locating the main switch gear for the power system closer to the center of the Marina, near the bottom of the concrete stairway on the north end of the new condo building. The power from PSE's grid would be routed to the switch gear through a conduit drilled under the stairway from 6<sup>th</sup> Avenue. At the kick-off meeting, W/H recommended splitting the design and construction of the first phase into two parts. The first part would be to install the main switch gear and connect to the PSE grid, and the second part would be to install the medium voltage lines and set the transformers and panels on the Marina floor. There are two reasons for splitting the project. First, the switch gear and grid connection would not require a shoreline permit, which would allow this portion of the project to get underway quickly, and the type of work is significantly different from the work that needs to be done on the Marina floor, so different types of contractors would be involved with this part of the project.

W/H would like to have the plans and documents for the first part of the project at the 50% complete stage by September 12, with 100% completion by September 31. The goal for the second part of the project is to have the plans and documents 50% complete by September 31, and 100% complete by October 17.

## Parks Volunteerism

Volunteerism is contagious and is on the rise in Des Moines. People investing in our community make it a better place to live, work and play. The stewardship experience instills citizen pride and ownership in Des Moines.

Volunteers are key to the success of the Des Moines Parks, Recreation and Senior Services Department programs and services and are making a difference by helping to shape the future of our community. Volunteers working for the city in July accomplished the following:

- Police Guild, Fire Fighters Guild, City employees, Des Moines Legacy Foundation, Starbucks, Des Moines Rotary Club, and Cornerstone Church members and their friends and family members constructed Steven J. Underwood Memorial Park plaza laying approximately 15,000 sq. ft. of bricks in about 500 hours and donated equipment from Hertz Rentals (work value approximately \$30,000). The Plaza Pavers were donated by the Des Moines Legacy Foundation, Starbucks Coffee Company and Furney's Nursery (donation total \$30,000 and growing)
- Des Moines Legacy Foundation and State Farm Insurance volunteers funded free Summer Concerts in the Park at Wooton and Beach Parks (donation total \$2,000)
- Business sponsors such as Highline Fitness made the Waterland 5000 (5K Fun Run and Walk possible along with local volunteers (donation total \$2,500) Recreation events such as the 3 on 3 Basketball Tournament depend on business sponsors to make the vents affordable for participants. (value priceless)
- Senior Services program instructors, athletic coaches, van drivers and nutrition program workers provided over 2,000 hours (donation value \$20,000)
- Des Moines Kiwanis Club planted perennials and made improvements to the Des Moines Memorial Park and the Downtown Business Boosters held a work party to plant perennials and weed the Big Catch Plaza and QFC parking lot making a visual improvement to the downtown entryway as part of the Adopt A Spot program (donation value \$1,000)
- Beach Naturalists volunteered at Des Moines Beach Park tidelands to provide education and stewardship of our natural resources (donation value \$1,000)

Staff is working with the Redondo Starbucks Coffee Store volunteers on a new project to make repairs to Wooton Park in September. Improvements include painting the gazebo, staining benches, adding gravel to trails and pruning and weeding rose beds. Serve Our Dog Areas South is providing volunteer work parties to reopen Grandview Park for use as an Off Leash Dog Area for South King County pet owners and their dogs.

Other volunteers working with the Department in July are: South Highline Little League, Des Moines/Midway Soccer, Jr. Football, Des Moines Food Bank, Des Moines Chamber of Commerce, Des Moines Senior Advisory Committee, Des Moines Human Services Advisory Committee and the Ad Hoc Parks, Recreation and Senior Services Master Plan Committee.

Steven J. Underwood Memorial Park

The park envisioned almost a decade ago came to life on July 25, 2003 as citizens came out to play and to celebrate the opening ceremony for Steven J. Underwood Memorial Park fields 1 and 2. Local South Highline National Little League teams (organizers of the Wooden Bat Tournament) played the first games on the new softball fields. The tournament ran through August 2 at the new park with additional games played at Field House Park. The park is a place for kids (of all ages) to play, for neighbors to gather, for sportsmanship to be taught and learned, and a place where memories will be made for many years to come. More than 200 citizens attended the opening events that included participation by the Underwood family, City Council, Des Moines Little League teams, Des Moines Senior Softball team, Interagency Committee for Outdoor Recreation, project architects and construction crews. The opening ceremony was documented by King 5 Television News and the King County Journal.

Parks, Recreation and Senior Services Master Plan

The Ad Hoc Parks, Recreation and Senior Services Master Plan Citizens Committee transmitted the Draft Master Plan to Des Moines City Council for acceptance at the July 31, 2003 meeting. The Plan will now be transmitted to the Planning Agency for review in September. Following a Public Hearing and City Council adoption, the Plan would become an element of the City’s Comprehensive Plan. The Plan includes a listing of existing 2004-2008 Municipal Capital Improvements Fund approved by City Council in 2003, an overview of Priority 1 Urgent Master Plan Projects, Priority 1 Other Master Plan Projects, Other Master Plan Projects and proposed project revenues.

Recreation Program Update

<u>July Revenue</u>	<u>Year-to-date</u>	<u>2002 YTD</u>
\$79,720.81	\$323,154.20	\$303,893.31

Camp KHAOS/K2

Five hundred thirty-six kids registered for Camp KHAOS/K2 during the month of July. Average enrollment was 107 campers/week. Some of the more exciting activities or events in the month of July included a trip to Key Arena to watch a Seattle Storm game, field trips to Pioneer Farm Museum, Tillicum Village, an Argosy Cruise, the Seattle Underground Tour, the Tukwila Fun Center and many other fun and exciting adventures. Camp KHAOS/K2 also goes swimming at Mt. Rainier Pool every week and makes weekly excursions to Parks in our area including Green Lake and Lake Meridian Park.

Waterland 3 on 3 Streetball Tournament

Fifty-nine teams and 240 participants joined in this year’s Waterland 3 on 3 Streetball Tournament. This all day event took place the Sunday prior to Waterland and included teams ranging from 3<sup>rd</sup>/4<sup>th</sup> through adults. Teams came from as far away as Bellingham and were placed into 9 different divisions based on age, experience and ability. The event was sponsored by Pepsi, Athen’s Pizza, The Detlef Schrempf Foundation and the City of Des Moines Parks & Recreation Department.

Waterland 5K Run and Walk

This year’s version of the Waterland 5K Run and Walk saw a substantial increase in the number of participants from last years re-established race. A total of 198 people participated in this year’s race, ranging from 9 years old to the oldest female competitor of 87 years old. The course location was slightly altered farther to the north end of the marina and seemed to be well received by all participants and marina users. Event Sponsors included Highline Athletic Club, the Law Offices of Gehrke and Burnell, Talking Rain, and the Des Moines News.

Summer Concerts

The 2003 Summer Concert Series began this month with concerts taking place at both Wooton Park and Des Moines Beach Park during July. Attendance ranged from about 100-200 folks per concert, depending upon the location and the weather. July entertainers included The Brian Waite Band, Raucous Band, Buck & Elizabeth and also the Brian Moss Band. There are 3 additional concerts scheduled for the month of August. This years Soundwaves Summer Concert Series is sponsored by the Des Moines Legacy Foundation, the Cultural Development Authority of King County and Char Schulz State Farm Insurance.

Senior Center Division Statistics – July 2003

	<b>2002</b>	<b>2003</b>
Number of Meals Served	902	740
Fee Program Participants	540	274
Drop In Participants	2,250	1,111
Volunteer Hours	2,084	2,475.25
Total Revenue for July	\$5,718	\$4,195

Senior Services Update

- The Senior Center celebrated the 4<sup>th</sup> of July with a picnic for 109 seniors. The menu was changed from hamburgers and hot dogs to pork ribs and the increased numbers showed the appreciation!
- Our hiking and golfing groups have now expanded to two vans per trip. Staff has trained two new volunteer drivers this month to help out with these two programs.
- The divider wall for the building has been ordered and should be installed sometime the middle of August. Staff put out a plea for large houseplants for the activity center to help reduce the echo and we received a huge response from our participants! We now have nine lovely, large houseplants for decoration and acoustics.
- With the news that Highline Community College is no longer subsidizing its classes for seniors, senior center staff met successfully with the Highline College instructors who teach for us and negotiated new contracts for teaching fall 2003 courses. The instructors will now be paid by the City as opposed to the college, with all revenues now coming to the senior center.

- New activity for the month of July was a fly tying group meeting on Thursday afternoons.
- Five trips were hosted from the Senior Center this month; Outback Kangaroo Farm, Yarn Lovers Trip, Hokum Hall Vaudeville Show, Bastyr University Tour, and out to lunch at the Queen Mary Tea Room.

#### Des Moines Business Boosters

The Des Moines Business Boosters will be hosting a Des Moines Auto and Cycle Show on Sunday, September 7<sup>th</sup> at the Des Moines Field House Baseball Fields. They have submitted the necessary Special Event Permit, along with Field Use Application Request and Proof of Insurance along with payment for the event. This initial event will be from 11am-3pm. A walk through of the site has been completed with Park Department and special event staff.

#### Police Personnel

Effective 7/13/03, Sergeant Patti Harris attained the rank of master sergeant. Patti continues to attend training and lead projects in the areas of Emergency Management, forming and outfitting a department honor guard for memorial ceremonies, developing and becoming an instructor for a department wide respiratory protection program, and being the Des Moines Police Department's representative to the Zone 3 Emergency Response Task Force. Sgt. Harris is also in charge of our Critical Accident Investigation Team.

#### Pedestrian Emphasis

On 7/18/03, the Police Department conducted a crosswalk emphasis at the intersection of South 225th Street and Marine View Drive. Master Community Service Officer Tonya Seaberry posed as a pedestrian trying to cross Marine View Drive. Officers cited 28 persons during the emphasis, which ran for a little over two hours. Officers working the emphasis were paid from a grant obtained from the Washington Traffic Safety Committee.

#### Police Department Shoulder Patch

In the last eight months the Department has been reviewing the current shoulder patch coloring to determine if a different color scheme would be better with the current uniform. Chief Obermiller had initiated this process so it could be included into the honor guard and patrol uniforms. The new patch coloring design has been completed and sample patches created. The sample patch has been reviewed by all affected staff in the department and has been well received. The Department has reviewed this matter with the City Manager and is gathering cost data for future presentation and approval.

#### Patrol Vehicle Lease Options

In its constant effort to find cost savings and ways to lessen the impact of capital purchases, the Police Department has been in contact with Ford Municipal Lease Program personnel. The municipal lease program by Ford is one that allows municipalities to lease new vehicles at a very low interest rate and at the end of the lease the municipality purchases the vehicle(s) for one dollar. This program allows the

flexibility to schedule out leases for up to five years with yearly payments. The program also allows for unlimited alterations to the vehicle such as antenna holes, shield mounts, light bars, and radio mounts. The Department is currently reviewing this program and weighing the pros and cons.

Statistical Data on Reported Crimes

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

<b>Offense Type</b>	<b>July 02</b>	<b>July 03</b>	<b>% Difference</b>	<b>2002 Total</b>	<b>2003 Year-to-Date</b>
Homicide	0	0	0%	0	0
Rape	0	0	0%	12	10
Robbery	1	3	+200%	29	20
Assaults	21	31	+48%	274	166
Burglary	12	12	0%	157	133
Larceny	26	53	+104%	510	327
Arson	1	0	-100%	5	0
Motor Vehicle Theft	24	19	-21%	285	177
<b>Other Statistics:</b>					
Officers Assaulted	0	3	+100%	6	5
Clearances Adult Arrest	18	27	+50%	276	190
Clearances Juvenile Arrest	2	6	+200%	52	29
Calls for Service	2,521	2,257	-10%	24,963	13,595

Contracts signed in the current month (July):

- Award Construction Contract for the Pacific Highway South Project (rebid).
- Award of Construction Management for the 2003 Arterial Maintenance Project.
- Award of Comcast Joint Trench Agreement for Pacific Highway South.
- Award Agreement with City of Kent for Detention Pond Maintenance & Operation.
- Award contract for the 2003 Arterial Maintenance Project construction.
- Construction contract for Redondo Boat Launch.
- Purchase agreement for the anchor system for the Redondo floating breakwater.

- Contract with Wood/Harbinger Engineers, Inc. for Engineering, Design and Construction management for the first phase of the Marina Power Distribution System Upgrades Project.
- Contract with Moffatt Nichol Engineers for the preliminary design and feasibility study for the Dry Stack Boat Storage Unit Project.
- Field House Park Lease Agreement with Cingular Wireless
- Parking Lot Paving for Steven J. Underwood Memorial Park Phase I with Lakeridge Paving Company

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

- Award PSE Undergrounding on Pacific Highway South Construction Contract
- Agreement with PSE for Lighting Construction and Maintenance on Pacific Highway South.
- An RFP or RFQ will be issued for the design of upgrades for the A/V system within the Council Chambers.
- The Legal Department anticipates renewing its contract for municipal court prosecution services during the month of August, subject to Council approval.