

# City Manager's Office

September 23, 2004

To: City Council

From: City Manager

Re: Monthly Report for August

## 2005 Budget

The City Manager held nine community budget meetings during August. Overall, the meetings were well attended. Six additional meetings will be held during September and October. Based upon feedback from the Public Disclosure Commission staff, the draft City Currents was re-written as an information report for the City's website. The October edition of the City Currents will not be focused entirely upon the budget.

## Redondo Boat Launch

This project is nearly complete. The facility has been in operation throughout the summer and seems to be functioning well. There are some unresolved issues that are still being addressed by staff. Those include:

- Close-out of construction contract: There is a dispute with the contractor over \$6,300 of work. We believe this will be resolved amicably in September. Ohno Construction is a good contractor and we hope to work with them again in the future.
- Turning radii in parking lot: The queuing lanes for the launch are divided by large curbs and many boaters are having trouble negotiating the turns around the Lakehaven Pump Station. The parking lot layout was done according to engineering standards, but boaters with long trailers and long tow vehicles often drive up and on the curbs. We plan to remove some sections of curbing and patch with asphalt in order to solve this problem.
- Parking fees: Parking revenue continues to exceed our expectations.
- New boarding floats: The new floats are a bit "bouncy" and we will be modifying the floats to make them more stable. We have negotiated an equitable contract with Reid-Middleton for design and bid assistance services. The new floats will probably not be installed until next spring.

- Floating breakwater: Unfortunately, the floating breakwater is not performing as well as we had hoped. The problem seems to be that the breakwater is not oriented so that it is sufficiently perpendicular to incoming waves (from the northwest). Since the breakwater is not working well now, the north segment was removed to maximize casting space on the fishing pier.

The good news is that the manufacturer of the floating breakwater is willing to assist us in making the system perform as planned. Options for a new location are being discussed. Next spring, we will move the helix anchors in the seabed and relocate the Whisprwave breakwater. This should also reduce the breakwater's impact upon the fishing pier.

- Arbors: Climbing vines were installed during August. The vines should reach the top of the arbors next summer.
- Concrete boat ramp: The lower portion of the concrete boat ramp was replaced as part of the renovation project. The old concrete panels had shifted and made retrieval of boats more difficult. The Department of Fish and Wildlife (DFW) required that we install a "fish friendly" ramp made of individual concrete blocks connected by heavy-gauge wire. Our consulting engineers argued against this project but DFW was not persuaded to change the permit requirement. Soon after installation of the concrete block system, tidal forces moved the blocks both vertically and horizontally, to a point where the ramp surface was more irregular than the original surface of old concrete panels. Administration delivered a strongly-worded complaint letter to the Director of DFW. We have now received tentative information indicating that DFW will pay all the costs of replacing the ramp with a more-suitable paving system. Written confirmation should be forthcoming from DFW by the beginning of October.

#### Comprehensive Plan: Amendments

Two proposals have been submitted for map changes to the Greater Des Moines Comprehensive Plan. One involves property along Pacific Highway South—south of the Viva Mexico restaurant. This request appears to be rather straightforward and without significant issues.

The second request involves the Sola property in Redondo. This land is immediately east of Wooton Park. The applicant wishes to build a multi-story, active retirement facility. The application was recently amended to include adjacent property to the north owned by Water District 54. The proposal may include construction of a public parking lot and dedication of the majority of the site as permanent open space.

#### Personnel and Labor Relations

The Employee Health Insurance Committee is meeting weekly to explore cost-saving opportunities. The group should conclude their work by the end of September.

Administration has begun negotiations with the Police Guild. The direction provided recently by the City Council will be incorporated in Administration's first proposal.

### Boundary Between Des Moines and Federal Way

The City of Federal Way is proceeding with the annexation of the “triangle” area. The annexation will be conducted via the election method for county islands. The measure will be on the regular ballot for the November 2004 election.

### Cable TV PEG Upgrade

A manufacturer of video equipment has created a new product that may be ideal for organizations like Des Moines. The system is called Broadcast Pix and the equipment eliminates the need for several components and offers a simple user interface. We will be obtaining bids for this system as well as more-conventional components.

### HVAC Upgrade for City Hall

Lawhead Architects will be applying for building permits during the week of September 7, 2004. The consultant is also preparing bid documents so we can get the work completed this year.

### Expanded Guest Moorage & Bulkhead Replacement Project

Staff is still reviewing the Draft Preliminary Design Report and working with the consultant, Moffatt & Nichol Engineers on several issues including total project cost, landscaping and storm drainage. Staff is also meeting with the Department of Natural Resources and the Interagency Committee for Outdoor Recreation on August 22 to discuss the impacts of the guest moorage area expansion on the Public Fishing Pier and the aquatic lands leases the City has with the State.

### Guest Moorage, Launching & Fuel Sales

July and August are the high demand months for guest moorage, launching services and fuel sales. This year sales in all three areas were down slightly from the same period last year. Guest moorage sales for the July-August period this year were \$77,316 compared to \$80,333 for the same period last year. Launch revenues at the sling launcher were \$39,505 this year compared to \$42,340 last year. This represents a decline of about 200 round-trip launches this year compared to the same period last year. Unleaded fuel sales were down also. This July and August the Marina staff sold 96,209 gallons of unleaded gasoline. In July and August of 2003, 101,629 gallons were sold. Gross profit from the sale of unleaded fuel was essentially the same this year compared to the same period last year, due to the increase in fuel prices this year. Diesel sales declined slightly this year also. Sales for July and August were 50,582 gallons compared to 52,943 gallons for the same period in 2003. On the plus side, the gross profit from the sale of diesel fuel was up, \$15,939 this year compared to \$10,951 last year.

It is the staff's opinion that the decline in service sales this year is a result of a weaker salmon run. This year, king salmon fishing did not pick up until the first weekend in August and lasted until the end of August. Fishing in July was well below historical levels. The sales figures for this year tend to confirm the downward trend in sports fishing that the staff has observed over the last decade.

### Redondo

Like the Marina, the peak use months for the Redondo facility are July and August. This year the Redondo parking lot experienced over-capacity use on the weekends in August, but usage during all of July and weekdays during August was at or below capacity. The Marina staff will meet in September to discuss the first season of operation at the new Redondo facility. The staff will also get input from users and residents of the community to see what changes will be necessary for next year. The results of the meeting will be reported to Council in this monthly report or via a separate memo.

### Police Personnel Issues

Officer Mike Graddon was awarded his Master Police Officer rank effective 08/01/04. Officer Graddon's area of expertise is as a Drug Recognition Expert (DRE) and his instructor rating is as a Field Training Officer (FTO). Drug Recognition Experts (DRE's) are vital to law enforcement as police come in contact with an increased number of drivers operating motor vehicles while under the influence of drugs. Officer Graddon is the first officer with our agency to become a DRE.

We reluctantly accepted the resignation of MPO Vic Celis as he transfers to the Lakewood Police Department in Pierce County. Vic's last day with us was at the end of August and we wish him all the best.

### Community Service Update

This month the rental property manager's meeting was held at Highland Village Townhomes. Managers from seven properties were present to discuss the new graffiti ordinance and ways to combat vandalism and tagging on their properties. MCSO Seaberry also participated in two rental property block parties. The party at Creekwood Apartments had a very poor turnout which was attributed to the lack of any previous community activities in the complex. MCSO Seaberry and management staff from the property are planning some additional social activities later this year. The second party at Highland Village Townhomes also provided a bike rodeo for the kids. Even though it rained on the day of the event, five children participated in the bike rodeo and helmet fitting. Approximately 30 residents and eight staff and property management team members were present for the block party. Officers Henry and Gorman also assisted MCSO Seaberry with this event. MSCO Seaberry also arranged a meeting at Hidden Harbor House between the complex property owners, property management company, manager, fire department and code enforcement. This meeting was arranged to discuss the types and frequency of calls occurring at the property and steps to remedy this issue. The meeting was very productive and we are hoping these problems will be resolved in the near future.

Statistical Data on Reported Crimes

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

<b>Offense Type</b>	<b>August 03</b>	<b>August 04</b>	<b>% Difference</b>	<b>2003 Total</b>	<b>2004 YTD</b>
Homicide	0	0	0%	0	1
Rape	0	3	+100%	14	8
Robbery	3	4	+33%	28	35
Assaults	26	22	-15%	287	208
Burglary	10	21	+110%	202	178
Larceny	44	36	-18%	518	465
Arson	0	0	0%	1	4
Motor Vehicle Theft	21	20	-5%	289	260
<b>Other Statistics:</b>					
Officers Assaulted	0	1	+100%	7	3
Clearances Adult Arrest	30	19	-37%	320	254
Clearances Juvenile Arrest	2	2	0%	50	53
Calls for Service	1,998	2,022	+1%	22,823	16,063

Des Moines Beach Park Master Plan and Historical Survey Updates

Project Management Northwest (PMNW) presented a report on findings from the public interview process and a discussion regarding project direction to Council in June. PMNW then completed its preliminary work on the Des Moines Beach Park Master Plan in July and has begun working on cost estimates for the park elements. A draft report will be provided to City Council for review in September.

The Historical Survey of the buildings at Des Moines Beach Park by Artifacts Architectural Consulting is nearing completion in tandem with the Master Plan. The next step is to add the cost estimates for building repairs developed by PMNW. The survey will be presented to Council for review in September. Final steps will be to prepare advocacy materials to request capital funding from Washington State Legislature for the

restoration of the buildings located in Beach Park (formerly Covenant Church Camp) and return the site to its former usefulness as a recreational destination.

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

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

#### Steven J. Underwood Memorial Park

The Field #1 Ballfield Lighting and Park Electrical Project is near completion. The lighting project moved along swiftly and all light poles and fixtures have been installed. Work to complete the electrical service installation continues to be delayed by the utility due to easement issues between the US Post Office and Puget Sound Energy. Staff minimized the impacts of construction delays to our fall softball and soccer leagues that began in August, by scheduling games at the Field House Park.

#### Upcoming Volunteer Projects

On Tuesday, September 14, staff partnered with the Des Moines Key Bank for their annual "Neighbors Make A Difference Day". Bank employees volunteered a half-day of their time to weed and clean an adopted block on 227<sup>th</sup> Street, as well as the traffic islands near South Marina Park.

On Friday, September 24<sup>th</sup>, staff will partner with the Redondo community led by Gene Achziger, Starbucks, Allstate Insurance Company and Safeway Stores for a fall volunteer cleanup event at Wooton Park. Volunteers will spread 100 yards of woodchips donated by the Port of Seattle in large areas throughout the park, in an on-going effort to reduce park maintenance.

Starbucks has agreed to donate \$10.00 for every volunteer hour worked during the cleanup event to the Legacy Foundation, to raise money for the Parks Fund. The N.W. Region Allstate Insurance Company has also committed to a park grant of \$1,000.00 and will provide two employees from their local office to assist in the event and the local Redondo Safeway Store has committed to providing food for the volunteers.

Recreation Program Update and Highlights

AUGUST REVENUE	YEAR-TO-DATE	2003 YTD
\$62,592.32	\$398,984.22	\$368,772.80

Camp KHAOS/K2

Camp KHAOS/K2 had 322 participants registered during the month of August and a total of 870 over the entire summer. Average enrollment was 79 campers/week. Some of the more exciting activities or events in the month of August included a trip to the Point Defiance Zoo and Aquarium, an Argosy Ship Cruise, sea kayaking on Bainbridge Island, a BBQ at Steel Lake Park many other fun and exciting adventures. Camp KHAOS/K2 also went swimming at Mt. Rainier Pool each week and made weekly excursions to parks in our area, including Saltwater State Park.

Missoula Children’s Theatre

The summer production of The Jungle Book had a total of 33 participants over the weeklong production. The culmination of planning and preparation took place with two very successful performances on Friday evening and Saturday afternoon at the Masonic Retirement Center on Marine View Drive. The summer performance of Missoula Children’s Theatre was partially funded by a grant received from the Cultural Development Authority of King County.

Summer Concerts

The 2004 Soundwaves Summer Concert Series concluded in August with two concerts taking place at Wooton Park. Attendance ranged from about 100-200 folks per concert depending upon the location and the weather. August entertainers included jazz musician Michael Powers and The Raucous Band. The 2004 Soundwaves Summer Concert Series was sponsored by the Des Moines Legacy Foundation and the Cultural Development Authority of King County (4 Culture).

Senior Center Division Statistics – August 2004

	2003	2004
Number of Meals Served	841	1,121
Fee Program Participants	292	435
Drop In Participants	1,200	1365
Volunteer Hours	3,790	2332
Total Revenue for August	\$16,902	\$4,515

### Senior Services Update

Normandy Park Assisted Living hosted an ice cream social at the Center following lunch on August 12<sup>th</sup>. The senior center is coordinating the collection of items for Care Packages for our Troops fighting in Iraq. The collection drive will continue through the month of September. A detailed list of items being collected is available at the senior center. Our monthly dances continue to attract from 80 to 120 seniors who enjoy dancing to live, big band music at \$4 per person. Work has begun on the mosaic sculptures for the patio and garden area at the south side of the Activity Center. Thirteen seniors in our free Dale Chihuly "Seniors Making Art" program are designing and creating ocean theme mosaic art to be included in Mary's Garden.

### Audit 2003

The financial statements were substantially complete by the end of August. The Major Fund Determination schedule was sent to the Auditor. The remaining task items for the financial audit are the note disclosures and Management's Discussion & Analysis. The approval for the Single Audit extension through November 30, 2004 was received from the federal Office of the Comptroller. The auditor has left and will return when financial statements can be audited.

### Credit Card Processing

Credit card processing with truncated numbers is currently functioning only at the Marina. We received the Mag Stripe readers on August 25. Merchant account applications for Police and Community Development were submitted. Training will be coordinated for all departments through Keybank Merchant Services. Credit card processing through the internet should lower our merchant fees. Keybank plans to evaluate the city's credit card transaction volumes in order to provide a rate review.

### 509 Right-of-Way in Des Moines

The Public Works Director talked with Washington State Department of Transportation personnel on when and under what conditions the State will surplus the unused SR 509 right-of-way. The plan is to surplus the property within the next year or so. State Law states that the property must be sold at market value if it is not used for transportation. The City Manager is now investigating if the City can get the State Legislature to give us the land free or charge. No further action is expected until the legislature is in session.

### Marine View Drive Bridge

Staff continued coordination meetings with all of the involved utilities. Water District No. 54 has approved a draft Interlocal Agreement (ILA) with the City for the relocation of its 8-inch water main and removal of an existing asbestos concrete water main. City Council approved the ILA on September 9th.

Re-application for all environmental permits for the project was submitted August 27. Since the permits were updated and did not contain any significant changes, a quick turn around for issuing permits is expected. The Biological Assessment (BA) made previously will not need to be redone. The 100% pre-final plans and specifications are scheduled to be submitted to the City in early September. The design consultant has also

collected traffic data and has prepared a revised preliminary traffic control plan for the project, which will be submitted with the pre-final plans.

Following review by City staff, the pre-final plans will be sent to the Washington State Department of Transportation (WSDOT) for their review and approval. Depending on the length of review by WSDOT (4-10 weeks), the project is on schedule to be bid in mid-October to early December, with construction starting approximately six weeks thereafter.

#### Des Moines Creek Basin Projects

The County completed the rechannelization of Des Moines Creek downstream of the confluence of the east and new west forks (north of 200<sup>th</sup> Street). No further work will take place until the Regional Detention Facility (RDF) Phase I work on the channel is completed and the flow is ready to be diverted into the new channel. At that time the County will flush the stream gravel, introduce the flow into the new channel, and then remove the plug at the new confluence.

The construction contractor began work on the RDF Ph I project right after the first of the month. This includes construction and preloading of the detention berm (dam). The Contractor started out making significant progress until mid month when the area experienced significant rains (2.0" in 24 hours) which put a damper on his operations. Towards the end of the month the Contractor was again able to make significant progress. A flow control vault was installed, together with the inlet and outlet piping. The Contractor started placing the berm preload and excavated a significant amount of the new channel.

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

Council voted to approve the efficiency study and staff response and to proceed to do a partial rate study that includes just the Capital Improvement Program portion of the budget. Once data is collected over the next year, a rate study will be made on the Operations portion of the budget for consideration of a rate adjustment for 2006. The target date is to complete the partial rate study by September 2004 and to present it to Council October 14 for consideration.

#### Pacific Highway South Project

August was another very productive month on the Pacific Highway South Project. The underground utility system is up and running and all property owners have completed their work connecting to the new system. The utility companies have been removing utility poles as the owners' work is completed, thus allowing our contractor to begin completion of the curb and gutter system. Intolight, the lighting provider for Puget Sound Energy, has been installing pedestrian and street lights on the both sides of the highway.

Work is almost completed on the low profile concrete barrier in the median. When the concrete is poured, test cylinders are made to test the compressive strength of the concrete. Once the strength is confirmed, the forms are removed and wet blankets are placed on the concrete for curing. Then the subcontractor begins setting the forms and

reinforcing steel for the next concrete pour. The subcontractor for the standard concrete curb has installed curb in the narrower median areas and has begun installation of curb in some of the gaps where utility poles have been removed. Aluminum hand railing has been fabricated for tall concrete walls along both sides of the highway and has been installed. Ceccanti has completed most of the concrete driveways along the corridor.

Ceccanti is finishing the drainage work for the project. During August, Ceccanti completed construction of the stormwater pond on South 220<sup>th</sup> Street and began construction on the 222<sup>nd</sup> Street site. The Kent-Des Moines Road pond has been constructed and fencing is being placed.

Traffic signal installations at South 220<sup>th</sup> and 224<sup>th</sup> Streets are in progress, and should be up and running during September. The Kent-Des Moines intersection signal will be installed during a series of night intersection closures in early October. Finally, a pedestrian signal will be installed in the vicinity of the McDonald's property.

During August, the contractor began pavement grinding to prepare for the asphalt overlay in September.

Weekly meetings are being held between the various project managers for the City, contractor, sub-contractors and local utilities.

Overall, this project is still ahead of schedule and is expected to be complete by the end of the year. Weather will be the critical factor in the next few weeks of ensuring that the project is completed this year.

#### 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. Staff continues to work with the consultant and contractor on this matter.

The Assistant City Attorney sent a letter to the Contractor requesting their immediate assistance on investigating and resolving the chip seal problems. After receiving no

response to this letter, the Assistant City Attorney sent a letter to the company providing the performance bond on the contract requesting their assistance in contacting the Contractor. In August a meeting was held with the contractor, legal and engineering staff. Legal is waiting for a response from the contractor's attorney to mitigate this problem.

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

KPG continued work on the South 216<sup>th</sup> Street/24<sup>th</sup> Avenue South Signalization Project. Right of way (ROW) needs have been established. Staff has contacted property owners to discuss ROW acquisition. During July, two purchase and sale agreements were approved by Council. A third agreement was approved in early August. The final agreement is with the Port of Seattle and is under negotiation/discussion.

#### Washington Supreme Court

After conferring with the City Council, the City Attorney prepared and filed a Petition for Review with the Washington Supreme Court in litigation involving the disclosure of records in a matter where the victim of sexual abuse was a minor child. The Supreme Court has assigned a case number; and, if it opts to review the matter, the final decision could be as long as two or more years away. This matter was originally reported in a 1996 Police Department case report; and, in 1999, the plaintiff filed the lawsuit against the City in King County Superior Court to force the release of the police records where the minor victim had requested non-disclosure. In addition to the Superior Court filing, and prior to the Supreme Court Petition for Review filing, three appeals and cross-appeals were filed with Division I of the Court of Appeals.

#### Judge Hartl

Judge Hartl has been appointed to chair the Washington State Court Rules Committee. The Committee is charged with the responsibility to review and revise the Court Rules for Courts of Limited Jurisdiction in Washington. The Rules are procedural in nature and govern both civil and criminal proceedings. The Committee is currently looking at a revision of the Infraction Rules and how they can be more fairly and effectively administered. For example, extending the time for a hearing in the interest of justice when the delay is reasonable rather than automatically dismissing the infraction.

#### Court Procedures Changes

Des Moines Municipal Court is starting to allow defendants to send in written statements on contested and mitigation hearing, thus alleviating some court congestion on traffic court days. The Judge will issue her ruling in writing. The defendant must agree to the terms and there is no right to appeal.

#### Highline School District

Things are progressing on the new Mt. Rainer High School project. They have submitted for SEPA and design review. We are currently processing the lot line adjustment.

North Hill Elementary School construction has begun. Site work has moved forward at a remarkable rate and foundation pours have begun.

### Development Services Division

- Cedarbrook Plat/PUD, 24xx South 240<sup>th</sup> Street, 29 unit attached SFR townhome subdivision. Sewer installation is complete. Detention vault construction is near complete but needs to be tested. Request for final plat approval has been submitted by the applicant.
- Pacific Place Plat, S 268<sup>th</sup> Street and Pacific Hwy S, 34-lot subdivision. All 34 building permits have been issued. Construction is nearing completion on all 34 lots. Landscaping is being installed.
- Graceview Planned Unit Development, South 234<sup>th</sup> & Kent-Des Moines Road, 27-lot PUD. Waiting for civil engineering design to be submitted for review and approval. Project was approved by the City Council on June 24, 2004.
- Mediterranean Heights, 1211 S 272<sup>nd</sup> St, 11-lot subdivision. Some progress is occurring on the interior of the site as the applicant works on extending utilities. Exterior improvements along frontage streets are now largely complete.
- MacFarlane Homes Short Plat, 625 S 240<sup>th</sup> Street. Access improvements are largely complete. A rolled curb was constructed on the west side of the access and an asphalt treated base has been installed. Sewer has now been extended to the site. Utilities are stubbed to individual lots. Waiting for building permits for individual homes. Applicant previously indicated that permits would be filed around August 10th.
- Sunset Gardens 12 lot subdivision; 25416 22<sup>nd</sup> Avenue South. 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 278<sup>th</sup> Place 4-lot Development. The landscaped waterfall design concept for the detention pond has now been installed. The final overlay of the street is not complete. Waiting for applicant to submit information previously requested by engineering related to the design and function of the gate.
- Mitchell (Old Beck-Kombol lot line adjustment), 246<sup>th</sup> and 26<sup>th</sup> Avenue South. Staff successfully worked with the County and the surveyor to ensure that the affidavit of correction addresses the proper issues and is formatted properly for recording. Building permits for six of the seven homes were issued in August. The builder is trying to purchase the seventh lot for a new single family house.
- Woodmont Short Plat, 1805 South 260<sup>th</sup> Street (Michael Pochepan). Plat improvements are under construction. Building permits have been issued for application for Lots 2, 3 and 4. Zoning approved a building permit application for a new 1-story house for Lot 1 in August.
- Campbell Short Plat, 24324 24<sup>th</sup> Avenue South, 2-lot short plat. Application approved, park fees paid, and bond posted on June 18, 2004. Mylar was recorded in late June. No activity on the project since the applicant posted his bond for the civil improvements. Staff spoke to the applicant in early September and learned that he is trying to find fill for the road improvements.
- Grande Family Trust Short Plat, 23127 Marine View Drive South. 3-lot short plat. This short plat will remedy a nonconforming situation where there are now three single family houses on one property. The application was submitted on August 2, 2004. A notice of complete application was sent on August 27, 2004 and the public comment period ended on September 8, 2004. All department comments for the short

plat and civil plan review were received on September 2, 2004. All comments and redlines will be forwarded to the applicant during the second week of September.

- Staiger Lot Line Adjustment; 27011 8<sup>th</sup> Avenue South. Lot line adjustment was routed to review staff on September 3, 2004.
- Harrison Short Plat; 19702 8<sup>th</sup> Avenue South. This is a 2 lot short plat request. Staff is in the process of routing to review staff.

#### Commercial Project Review

- Walgreens, 23003 Pacific Hwy. South. The technical information report, traffic study, and design review were submitted and conditionally approved.
- Oh Casino 258xx Pacific Highway South, 14,000 square foot Casino and Restaurant. The City of Kent rejected the access configuration. The applicant successfully negotiated use of a neighboring property to use for a different point of access. This revised layout was submitted and approved by engineering via Kent's comments. City staff granted conditional design review approval.
- Ohrt, 218xx 20<sup>th</sup> Avenue South, 2.2 acre office/warehouse development, Project is moving slowly. It appears that site preparation to achieve grades for parking and vehicle access are underway.
- Des Moines Parks and Recreation, 218xx 20<sup>th</sup> Avenue South, 15 acre City Sports Park- Only select perimeter areas have not been landscaped. With fall approaching, this work should be slated for installation soon. Parks has been reminded of the need to complete this work.
- Rainier Truck; 24225 Pacific Highway South, Building permit has been approved by planning department.
- Water District 54, 21660 11<sup>th</sup> Ave. S, Landscape work still remains to be completed.
- Cingular Cellular antennae application, Des Moines Field House; Building permit approved, but not yet picked up. ROW Inspector has indicated that the applicant has been issued a ROW permit and is performing work to extend utilities to the site underground from South 219<sup>th</sup> Street.
- Canopy World; Site Redevelopment, 22820 Pacific Highway South., Building permit is approved and issued.
- Samoan Christian Fellowship Church. 19804 8<sup>th</sup> Avenue South. Building permit application was submitted on July 1, 2004. The design provided an insufficient number of parking spaces for the project. The developer resubmitted plans with a new parking layout and less seating capacity on September 1, 2004.
- South Shore Fellowship, 2038 South 222nd Avenue. Applicant has submitted building permit. The developer was contacted in mid-June about plan revisions. Development Services staff is waiting for irrigation and landscaping information. Staff again contacted the developer on August 26, 2004 to remind her that we need completed plan revisions. She should have the plans to us by the middle of September.
- Furneys Nursery, 21215 Pacific Highway South. Applicant resubmitted design review plans in mid-July for review. Design review has been approved. Applicant can apply for building permit.

### Single Family Residential Review

- Allingham site, 279XX 16<sup>th</sup> Avenue South. The ROWs for 279<sup>th</sup> and 16<sup>th</sup> Avenues have been compromised by grading and hillside cuts in March. A rock wall permit application was submitted on April 30<sup>th</sup>. A letter from Transportation went out on June 2, 2004. A slope easement will be required. The applicant has not responded to the requirements of the June 2<sup>nd</sup> letter after several meetings and discussions between the applicant, and project engineer. Engineering is initiating legal action against the applicant. Planning staff is working with the owner of 1510 South 279<sup>th</sup> Street to get a retaining wall permit for the lower cut in his rear yard. The upper cut, which undermines the ROW, will be restored under this permit. Two other properties within the development (1506 South 279<sup>th</sup> Street and 1510 South 279<sup>th</sup> Street) altered the 16<sup>th</sup> Avenue slope in an attempt to create useable backyards. Building, Development Services and Engineering staff evaluated the two properties in June and determined that the work at 1506 South 279<sup>th</sup> Street does not require building or grading permits. However, the work at 1510 South 279<sup>th</sup> Street does require building and grading permits. Staff has met with the engineer hired by the owner to prepare an evaluation of the cuts and prepare the permit applications.
- Lakehaven Utility District Lot Line Adjustment, 28225 Redondo Beach Drive South. Lakehaven submitted revised plans on July 8, 2004. The plans now propose only one access easement and only one lot line to adjust (i.e., the northern property line). The property transferred proposed now amounts to 150 square feet and the easement area requested is 1,324 square feet. Lakehaven removed its original request to expand the existing water line easement that runs in a north to south direction under the boat launch parking lot. Staff sent the application to the City Attorney and Assistant City Manager to work on the easement language and negotiate the terms of the property transfer on August 11, 2004. The Assistant City Manager will take the entire packet to the City Council for review.

### Recycling

Staff is preparing for the residential Special Recycling Collection Event (Fall Event) on October 30, 2004.

### Code Enforcement

New cases 37

Cases closed 60

Cases currently open 141

Total new cases, year to date 310

Total closed cases, year to date 285

## Building Division

### Permit Activity for August 2004

173 permits issued:

Building Permits:	49	Average Fee:	\$1560.00
Plumbing Permits:	22	Average Fee:	135.00
Mechanical Permits	33	Average Fee:	270.00
Electrical Permits:	69	Average Fee:	189.00
<b>Total revenue for August 2004:</b>			<b>\$153,606</b>

Compared to same period last year:

98 permits issued:

Building Permits:	33	Average Fee:	\$10,361.00
Plumbing Permits:	9	Average Fee:	1,490.00
Mechanical Permits	10	Average Fee:	3,042.00
Electrical Permits:	46	Average Fee:	1,355.00
<b>Total revenue for August 2003:</b>			<b>\$469,861</b>

Highline Community College Student Union Building is placing siding panels and all interior work is progressing. Paint and sheetrock are nearing completion. The Early Childhood Learning Center is complete. Landscaping is being placed. A Certificate of Occupancy has been issued. The Higher Education Building at Central Washington University 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 of this year.

### **Contracts, bids, RFP's and RFQ's signed/issued in the month of August:**

- Contract with Reid-Middleton Engineers for additional design services at Redondo.
- A RFP's for consulting services for the Marina Rate Study was issued in August, due September 9<sup>th</sup>.
- A request for bids for a small works project, the Long Term Storage Yard was sent out in August, due September 16.
- Purchase and sale agreement for right of way for the 216<sup>th</sup>/24<sup>th</sup> Signal Project.

### **Bids, RFPs, and RFQs to be issued in the month of September**

- Bid advertisement for new boarding floats at Redondo.
- Bid advertisement for City Hall HVAC upgrade.
- A service agreement to video survey the main culverts within the Marina parking lot (223<sup>rd</sup> and 227<sup>th</sup> outfalls).
- Consultant Agreement for Design 216<sup>th</sup> Street Pedestrian Signal
- Agreement w/City Kent for Kent-Des Moines/Pacific Highway S. Intersection
- Staff will present contracts with revised scopes of work for the Economic Development Strategy and the Land Use Code Update to the City Council on September 23, 2004.