

## *City Manager's Office*

October 27, 2004

To: City Council

From: City Manager

Re: September Report

### Passports

Effective January 1, 2005, a passport is required to enter Canada and Mexico from the United States. Court staff attended passport training in September which addressed upcoming changes.

### Jail Services

In October the Des Moines PD started using Auburn and Fife jails to begin transitioning out of the King County jail. Other booking facilities, including the Renton jail, are being researched. King County has confirmed that 35 cities' jail populations must be reduced to 250 by the end of this year. The only way this can be accomplished is if Des Moines completely starts to pull itself out of the King County Jail.

### Expanded Guest Moorage & Bulkhead Replacement Project

Staff met with the Municipal Facilities Committee on Oct. 1 to review the Draft Preliminary Design Report. The members of the committee had several questions and comments that will be forwarded to the engineers. The draft report also contains probable construction costs for the project that the staff reviewed with the committee. Copies of the Draft Preliminary Design report are available for Councilmembers at the Marina office.

### Marina Rate Study

Marina staff and the Municipal Facilities Committee discussed the scope of work for the Marina Rate Study at their October meeting. This study was approved by the Council as part of the 2004 budget and its main purpose is to determine if the different revenue streams from the services the Marina provides are sufficient to pay for the rebuilding of the Marina over the next fifteen to twenty years. The committee directed the staff to finalize the scope of work and agreement for services with the Rate Study consultant and present it to the full Council.

### Des Moines Marina: Commercial Development Feasibility Study.

Earlier in the year, the staff hired Ravenhurst Development, Inc. to look at the possibilities for expanding retail business in the Marina. Specifically, the staff wanted to know what types of businesses would be interested in renting space in the commercial building that is proposed for the area just north of the Marina office as part of the Guest Moorage Expansion project. In September, Ravenhurst delivered the final Des Moines Marina: Commercial Development Feasibility Study. In summary, Ravenhurst determined that:

- Some amount of commercial development within the Marina would be desirable, both to provide more services to long-term and guest moorage boaters, as well as to create an attractive waterfront environment for city residents.
- There is some interest from both marine supply stores and restaurants to locate in the Des Moines Marina.
- Although both the Quartermaster site and the South Park area pose development problems, construction of single-story buildings at the water's edge show considerable promise.
- A project with restaurant and a marine supply store appears to be possible.
- If the concept is endorsed by the City Council, the next steps would be to reconcile the program with the Marina Master Plan, prepare more detailed conceptual design, then take the plan to the marketplace for tenant commitments prior to spending significant funds on the design and engineering.

Staff reviewed the report with the Municipal Facilities Committee at the October 1 meeting. The committee asked the staff to prepare a more detailed conceptual design and bring it back to the committee for further review. Copies of the report are available to Council members at the Marina Office.

### Guest Moorage, Launching & Fuel Sales

Boating activity usually declines significantly after Labor Day and this was a typical year with the exception of some good silver salmon fishing activity on the 2<sup>nd</sup> and 3<sup>rd</sup> weekends of September. Even though fuel sales and guest moorage are down slightly this year compared to the 2003 season, it looks like the Marina will meet its overall revenue target.

### Parking Tax

The Assistant City Manager prepared a draft ordinance that would establish a parking tax for commercial parking areas within Des Moines. This proposal will be submitted to the City Council in late October for review and comment. Per State Law, the revenue generated must be dedicated to transportation projects and/or programs.

### Business License Fee Increase

Staff conducted preliminary research on establishing business license fees based upon the number of employees. The City of Kirkland adopted a similar program in 2002. During the October 7, 2004 meeting, the City Council expressed some concerns about basing business license fees on the number of persons employed. With that feedback, staff will propose a more modest rate structure.

### Redondo Boat Launch

Due to inactivity by our contractors and other agencies, there was little progress toward closing out this project during September. We have agreed in concept to a settlement with Ohno Construction, but we are awaiting a final payment request to complete the contract. The Department of Fish and Wildlife has agreed in concept to fully fund the replacement of the lower concrete boat ramp. We have not yet, however, received written commitment for the ramp replacement.

Bids are being solicited for the remaining boarding floats for the boat ramp. We are modifying the design of the floats to make them more stable. The new floats and the modified existing floats will be installed in April 2005.

### Saltwater State Park

Staff at Washington State Parks has stated that it is very likely that the State Parks Commission will declare Saltwater State Park a non-essential state resource appropriate for surplus. Normally, local cities are offered surplus State parks (free of charge) with a perpetual agreement to maintain recreational uses. Without such an arrangement, the State will likely sell the property for fair-market value for private development. It would be appropriate for the City in early 2005 to develop a strategy for keeping Saltwater State Park a public facility.

### Design Guidelines

At a recent meeting, Councilmembers expressed a number of concerns about the draft design guidelines. With the departure of the Assistant City Manager, this project will be transferred to Community Development, and will be placed on a Council agenda in 2005.

### Police Personnel

During the month of September, Master Police Officer Chuck Pardee returned to patrol duties after being off the street for nearly seven years. During his absence from the street, MPO Pardee has been extremely busy in investigations units. From September 10, 2001 until September 2004, MPO Pardee has been assigned to the Internet Crimes Against Children (ICAC) Task Force. The task force is based out of the Seattle Police Department and is one of 30 such task forces throughout the United States. The ICAC Task Force, which is administered by the Office of Juvenile Justice and Delinquency Prevention (OJJDP), works proactively with federal, state and local law enforcement to investigate internet crimes against children. While in the ICAC Task Force, MPO Pardee not only investigated internet crimes, he was also instrumental in introducing the Amber Alert program to the State of Washington. Prior to his assignment with ICAC, MPO Pardee was assigned to the Des Moines Police Department Investigations Unit. During that assignment, MPO Pardee was primarily responsible for investigating cases regarding child abuse and neglect.

### Teddy Bear Patrol

On 9/25/04, Officers Andrew Miller and Jason Doll joined with firefighters from Federal Way for KLSY-FM's (92.5) ninth annual "Teddy Bear Patrol" campaign. The event, which occurred in the Redondo Square, was co-sponsored by KLSY and Bartell Drug Store. All teddy bears donated will be given to emergency response teams and caregiver organizations across Western Washington. Founded in 1988, the KLSY Teddy Bear Patrol's mission is to provide relief to

children who experience traumatic situations such as traffic accidents, medical emergencies, fires, floods, child abuse, or domestic violence. KLSY has collected more than 80,000 teddy bears since the patrol's inception. The program, which originated locally, has now grown to include radio stations and emergency personnel nationwide. Officers Miller and Doll had a wonderful time talking with members of the community while passing out sticker badges to the kids. The officers also gave the kids (and some adults) tours of their patrol cars.

Statistical Data on Reported Crimes

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

<b>Offense Type</b>	<b>September 03</b>	<b>September 04</b>	<b>% Difference</b>	<b>2003 Total</b>	<b>2004 YTD</b>
Homicide	0	0	0%	0	1
Rape	1	0	-100%	14	8
Robbery	2	2	0%	28	37
Assaults	24	23	-4%	287	231
Burglary	9	26	+189%	202	204
Larceny	37	42	+13%	518	507
Arson	0	3	+100%	1	7
Motor Vehicle Theft	20	25	+5%	289	285
<b>Other Statistics:</b>					
Officers Assaulted	0	0	0%	7	3
Clearances Adult Arrest	30	24	-20%	320	278
Clearances Juvenile Arrest	1	0	-100%	50	53
Calls for Service	1,861	1,759	-5%	22,823	17,822

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. The following recurrent “themes” have been identified as the key Plan Objectives:

- Celebrate and Protect Park and Building History

- Emphasize the natural environment
- Balance local and regional appeal
- Increase awareness, utilization and accessibility
- Capitalize on waterfront access
- Integrate with Marina, Des Moines Creek Trail, and economic development plans

The briefing to City Council in September focused on strategic options for the site including:

- 1) **Community Heritage**, which recaptures the historical look and feel, and capitalizes on the rich history of the site and buildings;
- 2) **Financial Focus**, which examines the revenue potential, as well as investment and maintenance costs required for the site and buildings, and
- 3) **Status Quo**, which assesses the implications of continuing to operate the park and buildings in their present condition. These options will be framed to help determine a preferred strategic direction for the site; and will be further summarized later in this paper.

Based on Council input, Project Management Northwest is developing the “**Community Heritage**” option as the preferred option for the Des Moines Beach Park Master Plan and has prepared cost estimates for the rehabilitation of historic buildings located within the park. Progress on plan details; including parking, signage, paths, trails, and Overlook Park 2 will be reported to Council in early 2005.

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.

#### Smorgasbord Reunion at Beach Park

In a continued effort to educate the public that Preservation and National Historical Register designation of this local historical icon would draw tourism and an enhanced interest in our city’s core, a Smorgasbord Reunion was held in the Park on Saturday, October 9.

Informational and historical photographic displays were provided at the event by the City, Des Moines Historical Society, Des Moines Legacy Foundation and community volunteers. Future plans to restore the historic buildings at the Park were shared with approximately 100 people, most of whom had a personal history and fond memories of the Park. The reunion was a kick off for future fundraising and volunteer work party projects to help with building restoration.

### Mount Rainier Aquatic Center Status Report

Mt. Rainier Pool Owners (Cities of Des Moines and Normandy Park) met with the Mt. Rainier Pool Contributors (MRPC- Des Moines, Normandy Park, SeaTac and Highline School District) to discuss the year-end projections provided by pool operator Aquatic Management Group's (AMG) 2005 budget needs.

Aquatic Management Group's COO Brian Breshears provided the following details regarding 2005 Mt. Rainier Pool budget requirements:

- Operating Funds-

Per the contract with the MRPC, \$85,000 is the amount required in 2005. Any other funding needed to operate the pool will come from other sources such as sponsorships and partnerships. There will not be any additional funding requests of the Pool Owners and MRPC. AMG will continue to work to reduce costs and increase revenues.

- Capital Funds-

No capital requests are foreseen in 2005. AMG is keeping an eye on a boiler and a filter that have required maintenance in 2004; however, they have no projected expenditure needs at this time except "would be nice to have" items.

- Start up Funds-

AMG will provide a report from their accountant outlines 2004 Start up expenditures.

- AMG's September Profit and Loss statement will include an update of their 2004 year-end projections.

### 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 organize and clean the Sun Home Lodge which was used for the entire summer as home base for Camp KHAOS.

On Friday, September 24, staff partnered with the Redondo community led by Gene Achziger, Redondo Starbucks, Allstate Insurance Company and Safeway Stores for a fall volunteer cleanup event at Wooton Park. Volunteers spread approximately 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 donated \$1,035.00 for 103.5 volunteer hours to the Des Moines Legacy Foundation "Parks Fund" to be used to enhance city parks. Redondo neighbors who were not able to attend but wanted to show their support donated an additional \$200.00. The N.W. Region Allstate Insurance Company committed to a \$1,000.00 grant and the local Redondo Safeway Store provided food for the volunteers.

At the end of the day everyone was still standing, still laughing and ecstatic to have raised a total of \$2,235.00.

### Before and After School Program

Our Before and After School Program kicked off the 2004-2005 school year with 86 registered participants at Des Moines, North Hill and Parkside Elementary Schools in the Highline School

District and Woodmont Elementary School in the Federal Way School District. We had an additional 197 children participate on a drop-in basis or on an early release day. New Before and After School programs at Midway and Marvista Elementary Schools are proposed to begin in January, 2005.

Adult Co-Ed Softball League

Our second year of adult Co-Ed softball at Steven J. Underwood Memorial Park concluded in September with 13 teams participating in this Fall Co-ed League. Teams played games on Monday and Wednesday evenings and concluded the season with a weekend championship tournament. Teams are impressed with the new fields at Steven J. Underwood Memorial Park and look forward to many more softball ventures at our new facility. The addition of lights will greatly enhance our Fall League quality and team capabilities.

Senior Center Division Statistics – September 2004

	<b>2003</b>	<b>2004</b>
Number of Meals Served	775	1,230
Fee Program Participants	342	351
Drop In Participants	1,046	1,457
Volunteer Hours	1,519.5	1,618
Total Revenue for September	\$9,137	\$6,378

Senior Services Update

The center is currently hosting a drive for Care Package items for our Troops in Iraq. We have been contacted by Channel 5 to tape our story when we pack the items to be sent to the troops. A list of items needed and enjoyed by the troops is available at the senior activity center. The care package collection will continue through the month of October.

On October 5th, someone broke into the storage room at the senior activity center and stole all of our items collected so far for the troops. They left only the books. As of October 26th, \$818 in cash and 14 boxes of miscellaneous items had been donated by citizens to replace what was stolen. Thanks everyone!

Marine View Drive Bridge

Staff continued coordination with all of the involved utilities. An Interlocal Agreement with Water District No. 54 for the relocation of its 8-inch water main and removal of an existing asbestos concrete water main has been approved and signed by both parties. Qwest has submitted a utility agreement for the relocation of its facilities – Qwest requests using the City contractor for this work.

Re-application for all environmental permits for the project was submitted August 27. A Department of Fisheries hydraulic permit has been received. Wetland Corps and Department of

Ecology permits are expected early October. The Biological Assessment (BA) made previously will not need to be redone.

The 100% pre-final plans and specifications were submitted to the City September 7. The design consultant has also collected traffic data and has prepared a revised preliminary traffic control plan for the project, which will be submitted to the City for review in early October. At least two traffic control changes will be made based on the analysis, which will help reduce traffic impacts caused by construction. In addition, timing of the signals at 216<sup>th</sup> and Des Moines Memorial Drive will be refined.

The pre-final plans have also been 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.

The pre-final cost estimate has increased approximately \$700,000 above what was anticipated. Major increases in the price of steel constitutes the majority of this increase, with recommended adjustments made by the WSDOT Bridge and Structures section constituting the remainder of the increase. Staff will be briefing the project funding partners (Des Moines Creek Committee) on the new estimate and request an increase of the project budget for additional contingency funds.

#### 240<sup>th</sup> Outfall Replacement/Woodmont Culvert Replacement Projects

David Evans and Associates have submitted the final design for the 240<sup>th</sup> outfall replacement for staff review. If approved, the project will be advertised for bids or bids collected for the small works roster (depending on the cost of the project) in mid-October.

The Woodmont Culvert Replacement project is on hold until staff can evaluate an appropriate alignment. Relocating the culvert drainage to Woodmont Drive was not feasible due to the lack of right-of-way, thus requiring substantial land acquisition or drainage easements along the north shoulder of Woodmont Drive. Staff is now reviewing property information for the culvert's original alignment, which may require acquisition of a drainage easement from only a single property (if the easement does not exist already). Likely, this project will need to be deferred until summer 2005, when the weather will be appropriate for this type of construction.

#### Pacific Highway South Project

September was a very productive month on the Pacific Highway South Project. The underground utility system is running and all property owners have completed their work connecting to the new system. The utility companies removed utility poles as the owners' work was completed, thus allowing our contractor to put the finishing touches on the curb and gutter system. Intolight, the lighting provider for Puget Sound Energy, has installed the majority of the pedestrian and street lights on the both sides of the highway. However, Intolight and the City have determined that some of the poles have unacceptable paint coating. Intolight has contacted the manufacturer of the poles to submit a paint repair procedure.

Work has been completed on the low profile concrete barrier in the median. Landscaping will be accomplished in mid to late October. The subcontractor for the standard concrete curb has

installed curb in the narrower median areas and has almost completed installation of curb in 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 almost all of the concrete driveways along the corridor.

Ceccanti has completed the drainage work for the project. Ceccanti completed construction of the stormwater pond on South 220<sup>th</sup> Street and will soon be done with construction on the 222<sup>nd</sup> Street site. The Kent-Des Moines Road pond has been constructed and fencing is in place. Landscape plantings will be the last portion to be completed.

The traffic signal at South 224<sup>th</sup> Street is up and running; the one on South 220<sup>th</sup> Street is in progress, and should become functional during October. The Kent-Des Moines intersection signal mast was set in place during September. The signal itself will be completed during a couple of night intersection closures in mid October. A new pedestrian activated signal has been installed in the vicinity of the Taco Bell site; this signal will also be activated in October.

During September the contractor completed pavement grinding and asphalt prelevel and completed the asphalt overlay. The Kent-Des Moines intersection was paved at night, while the main highway and 216<sup>th</sup> intersection were paved during daylight hours. Work had to be done somewhat intermittently due to rain conditions. Striping will be completed in October and November.

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

Staff continues to address calls from property owners on Pacific Highway South about specific issues concerning their particular businesses. Adjustments to original driveway plans have been made on a couple of properties at the request of the owners with little impact to the project. 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.

Council has approved two interagency agreements between the cities of Kent and Des Moines regarding the design and construction of the shared stormwater pond at the south end of our project. Staff has completed the agreement with City of Kent covering the shared construction costs of the Pacific Highway South / Kent-Des Moines Road intersection. The agreement was approved by Council on September 30<sup>th</sup>.

Overall, this project is well ahead of schedule and is expected to be completed before the end of the year. We are hoping for a ribbon cutting ceremony on November 16<sup>th</sup>.

#### 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 5.52 miles of streets were chip sealed. 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, or by a problem with the material itself. 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. 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 has now been involved in discussions with the Contractor, the bonding company, and the oil supplier in an effort to obtain warranty repairs. In August and September meetings were held with the Contractor, legal and engineering staff. A mediation has been scheduled for late October with the City, the Contractor and the bonding company.

#### 16<sup>th</sup> Avenue South Improvement Project (Phase I)

On September 26, 2002, Council moved to have the project designed with underground utilities. This direction was given to our consultant who began contacting the utilities in November and December about coordination of the undergrounding process. A design agreement as required by the undergrounding tariff will be prepared for Puget Sound Energy's (PSE's) portion of the work. Minimal work has been done on this project since staff's time is dedicated to the Pacific Highway South project, and development projects. However, KPG has delivered a set of plans for the work that can be completed without having a design from PSE. In June 03, staff met with KPG to review the financial impacts of the added undergrounding work on the project, and to prepare a package for a design agreement with Puget Sound Energy. KPG cannot proceed on the project without input from PSE's designers. PSE designers will not begin the project until the City has entered into a design agreement with them.

The design for this project is scheduled for completion in 2004. Staff continues to search for construction funding for this project. Transportation Impact Fees were approved by Council to begin in July 2005.

#### 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. Three of the needed strips have been acquired. The final ROW appraisal and agreement are under review by the Port of Seattle.

#### Block Grant Projects

DKS Associates has been selected as the design consultant for the South 216<sup>th</sup> Street Pedestrian signal (Wesley Signal). Staff is currently negotiating an agreement for their services.

#### Neighborhood Traffic Control Program (NTCP)

Plans are being developed for the 2004 NTCP selections (8<sup>th</sup> Avenue South (200<sup>th</sup>-206<sup>th</sup>) and 20<sup>th</sup> Avenue South / South 229<sup>th</sup> Street south of Mt. Rainier High School.

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

Construction should be underway shortly as the plan for the South 212<sup>th</sup> Street closure with pedestrian walkway has been approved and the right-of-way permit was issued to Highline Water District.

### 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. Staff has compiled SEPA comments from other staff. The mitigation agreement is 75% complete. Most of the street work outlined in this agreement is clear. Development Services and Engineering are still working on what work should be done on S. 223<sup>rd</sup> Street.

Regarding the Olympic Elementary Interim School site, plans have been routed for SEPA and Design comments. Staff will meet with applicants in early October to discuss the new plans and expected issues.

North Hill Elementary School construction has begun. Site work has moved forward at a remarkable rate and foundation pours have begun. We do have an issue with dirt. The contractor stored 4,000 cubic yards of dirt on the site in violation of their grading permit. After much effort on the part of City staff, the dirt is being removed.

### Development Services Division

- Cedarbrook Plat/PUD, 24xx South 240<sup>th</sup> Street, 29 unit attached SFR townhome subdivision. Applicant and staff have met to discuss the timing of the final plat review and site work. Applicant is hopeful that a Council meeting date can be secured sometime in late November.
- Pacific Place Plat, S 268<sup>th</sup> Street and Pacific Hwy S, 34-lot subdivision. Project is 90% complete.
- Graceview Planned Unit Development, South 234<sup>th</sup> & Kent-Des Moines Road, 27-lot PUD. No change. Developer is trying to sell the preliminary PUD to another developer.
- Tobin Plat, 253xx 16<sup>th</sup> Ave. S, 6-lot subdivision. Construction related to this project is now being deferred until spring 2005.
- 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.
- 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. Development Services approved a building permit application for a new 1-story house for Lot 1 in August. No new activity in September.
- 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 houses on two parcels under a single ownership. 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 October 8, 2004 (the notice was extended and revised to correct an error). All department comments for the short plat and civil plan review were received on September 2,

2004. All comments and redlines were forwarded to the applicant during the second week of September. The applicant is currently working on the resubmittal.

#### Commercial Project Review

- Walgreens, 23003 Pacific Hwy. South. Building permit application was submitted and routed the first of October.
- WAMU at Redondo Square, 16xx South 272<sup>nd</sup> Street. Building shell is nearly complete. Appurtenant site improvements are nearing completion.
- Oh Casino 258xx Pacific Highway South, 14,000 square foot Casino and Restaurant. City staff granted conditional design review approval. Waiting for building permit submittal. Staff spoke with the project architect on 10-6-04. He indicated that, while there have been some delays, they fully expect to submit for building permit around mid October.
- Ohrt, 218xx 20<sup>th</sup> Avenue South, 2.2 acre office/warehouse development. Building cornices and ornamental features are installed. Frontage improvements are advancing and nearing completion. Paving is scheduled for the first part of October.
- 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. Development Services and Parks staff walked the site together and discussed specific landscape clusters for perimeter screening.
- Rainier Truck; 24225 Pacific Highway South. Building permit has been approved by planning department. Significant delays in the project are likely to occur due to the fact that the owner and City of Kent cannot come to terms regarding frontage improvements and property condemnation.
- Cingular Cellular antennae application, Des Moines Field House; The pole is up. Antennae and support electronics have not yet been installed.
- Samoan Christian Fellowship Church. 19804 8<sup>th</sup> Avenue South. The developer resubmitted plans with a new parking layout and less seating capacity on September 1, 2004. Development Services staff approved the new layout on September 20 and forwarded the building permit to the plans examiner.
- 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 stated that she would have the plans to us by the middle of September. No plans have been resubmitted to our office as of October 1.
- Furneys Nursery, 21215 Pacific Highway South. Design review has been approved. Waiting for applicant to apply for building permits. At the time of building permit submittal, the building, development services and fire departments will have a meeting with the developer to discuss future plans for the site.

#### Shorelines/ESA's

- Lakehaven Sewer line Replacement (Woodmont Beach). Significant progress has occurred despite work limitations conditions due to tides, working on a beach, and other restrictions to minimize potential impacts to fish. Approvals to work irregular work hours have enabled this project to be completed in a reasonable time period.

Pre-Application meetings

Staff conducted two pre-application meetings in September:

Building Division

120 permits issued:

Building Permits:	35	Average Fee:	\$1,075
Plumbing Permits:	17	Average Fee:	115
Mechanical Permits	28	Average Fee:	124
Electrical Permits:	40	Average Fee:	216
Total revenue for September 2004:			\$67,172

Compared to same period last year:

130 permits issued:

Building Permits:	33	Average Fee:	\$767
Plumbing Permits:	19	Average Fee:	263
Mechanical Permits	25	Average Fee:	580
Electrical Permits:	53	Average Fee:	203
Total revenue for September 2003:			\$77,049

The Building Division conducted 608 inspections this year compared with 478 inspections last year.

Highline Community College Construction Projects:

- Student Union Building is placing siding panels and all interior work is progressing. Paint and sheetrock are nearing completion.
- Higher Education Building for Central Washington University 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 completed in November.

Audit 2003

The financial statements are complete. The Management's Discussion and Analysis (MD&A) is in progress. The remaining task item following the MD&A is to update the note disclosures. The auditor will return when financial statements can be audited.

Benefits Cost Increases

We received retirement rate changes that will be significant. PERS 1/2/3 plan employer rates will increase to 5.08% from 1.38%. LEOFF 2 plan employer rates will increase to 4.32% from 3.25%. These rates are effective July 1, 2005 and a blended rate as been established in the 2005 proposed budget. Medical benefits for 2005 are expected to increase 6% for Regence BlueShield and 3% for Group Health. There will be no rate increase in the dental plan, and the vision plan rate will decrease by 3.4%.

Contracts Signed in September:

- The Legal Department entered into an agreement with Thomson West for WestPack, which, for two dollars more a month than previously charged, the Legal Department was able to cut the paper library material cost in half and have unlimited access to Westlaw research. The Legal Department has not had Westlaw online research for a couple of years.
- Water District No. 54 Interlocal Agreement for the Marine View Drive Bridge.
- Purchase Order for two PDA's, software and license.

Bids, RFP's and RFQ's issued in September:

- Request for bids for a small works project, the installation of a firewall and an ADA compliant restroom in the boat repair building was sent out in September. Bids came back on October 14.

Bids, RFP's and RFQ's to be issued October:

- Request for bids for small works project, for the construction of two more floats for the Redondo Boat Ramp
- Advertise for bids for the Upgrades to the Marina Electrical Distribution System
- Bid advertisement for installation of PEG cable channel improvements.
- Bid advertisement for City Hall HVAC upgrade.
- Bid for the 240<sup>th</sup> Outfall Replacement Project.
- Qwest utility agreement for the Marine View Drive Bridge Project.
- A service agreement to video survey the main culverts within the Marina parking lot (223<sup>rd</sup> and 227<sup>th</sup> outfalls).