

## AGENDA

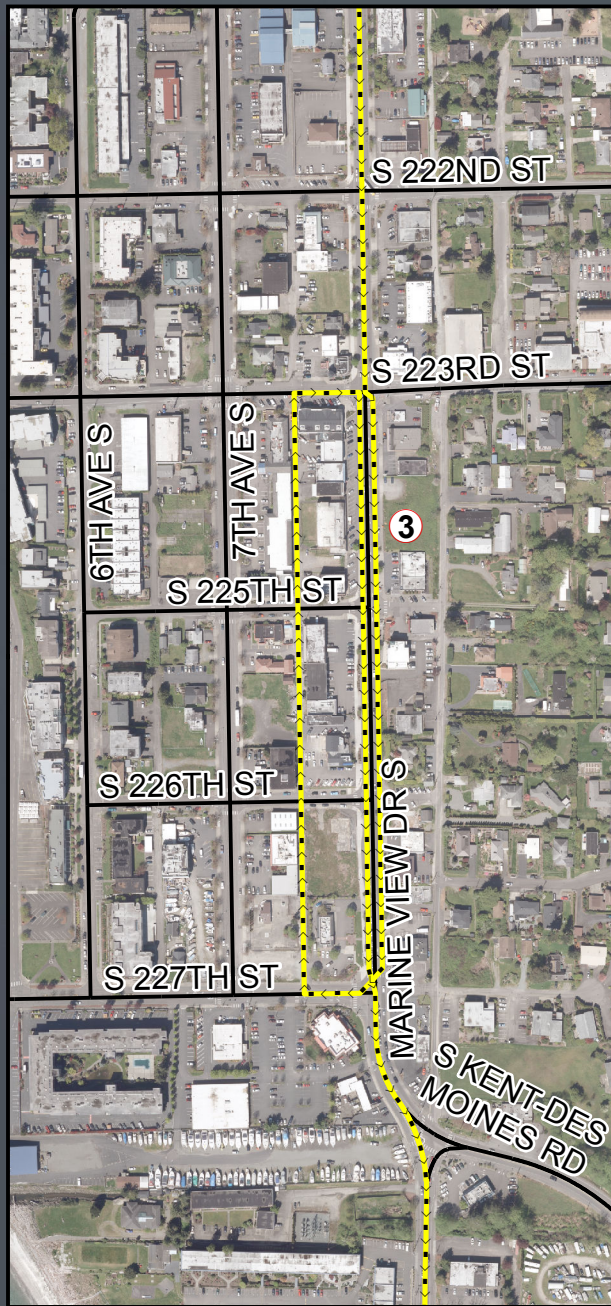
### DES MOINES CITY COUNCIL RETREAT

City Council Chambers  
21630 11<sup>th</sup> Avenue S, Des Moines, Washington

January 20, 2018 – 8:30 a.m. – 2:00 p.m.

- 8:30 – 10:00 Tour of Projects Within the City  
(To assure all Councilmembers are on the same page relative to projects within the City)
- 10:00-10:15 Dynamic of a New Day: Project Versus Constituent Model
- 10:15-10:45 Major City Initiatives and Policy and Budget Support
- 10:45-11:00 Organizational Dynamic
- Budget Highlights/Revenue
  - Succession Planning
    - Police Department
    - Parks
    - Human Resources
    - Marina
    - Other Departments
- 11:00-11:15 Break
- 11:15-12:00 Council Help
- “One More Thing”
  - Communication:
    - Accountability (buy-in)
    - Council/Administration Roles
      - Constituent Issues
      - City Wide/Neighborhood Issues
    - Agreement
- 12:00-1:00 Working Lunch
- Individual Councilmember Priorities  
(2 highest priorities)
- 1:00-2:00 Council Goals/Vision/Mission  
(Establishing Short Term and Long Term Priorities)

# City Council Tour Agenda Map



## Stops and Times

- ① - 8:30 sharp - Leave City Hall
- ① - 8:40 - Des Moines Creek Business Park
- ② - 8:50 - Big Catch Plaza
- ③ - 9:00 - Theater
- ④ - 9:10 - Landmark on the Sound
- ⑤ - 9:30 - Wooton Park
- ⑥ - 9:40 - Highline College
- ⑦ - 9:50 - Return to City Hall

# PLANNING RETREAT

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January 20, 2018


# City Tour

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- Economic Development
- Infrastructure Improvements
- Quality of Life (Amenities)
- Foundation – Public Safety and Emergency Management

# Dynamic of a New Day

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- Project versus Constituent Model
  - Initiative versus Reactive
  - Policy Directed, Budget Allocation = Project Implementation
- Tabla Raza (Clean Slate) 
- Inheriting Ongoing Dynamic
- Council has authority to make policy changes, establish priorities, provide resources through budgetary action to accomplish goals

# SUMMARY OF CITY ACTIVITIES

## Finance

- Sustainable Budget
- Clean Audit

Communications policies – in process

## Land Use

- Wasson
- Pacific Ridge Commercial
- Others

## Land Acquisition

- Van Gasken

# SUMMARY OF CITY ACTIVITIES, cont.

## Economic Development

- Theater
- Seascape
- Landmark under contract
- Highline Place
- Expansion of the Business Park
- Convened Business owners at DMCBP and Wesley for the Metro Community Connections and future opportunities
- Contracted with Southside Chamber of Commerce
- Participation in Soundside Alliance

# SUMMARY OF CITY ACTIVITIES, cont.

## Discussions with Highline School District

- Des Moines Elementary

## Environmental grants from the Airport Environmental Fund (ACE)

## Community Connections Shuttle Pilot Program

## Marina redevelopment

- Community Open House aboard Argosy Vessel
- Phase 2 Award of Port of Seattle Economic Development Grant
- Multiple tours with potential developers/investors
- Consideration of Planned Action (SEPA) for Marina redevelopment
- Ongoing meetings with Marina moorage tenants regarding future of waterside of Marina and compatibility with Marina landside redevelopment options

# Airport Impacts Related Activities

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- Aviation Advisory Committee
- Airport Aviation Stakeholders Roundtable
- Participation on Ultra Fine Particle Study
- City Manager on UW Technical advisory committee; request of Rep. Orwall
- Sustainable Airport Master Plan environmental review

# SUMMARY OF CITY ACTIVITIES, cont.

## Marina Paid Parking

## Emergency Management

- Trip to Emmitsburg – National Emergency Management Institute
- Potential funding assistance for the North Bulkhead renovation
- Visit by Kevin Neary – FEMA consultant
- Meeting with Captain of the Port, Coast Guard
  - Port Security grant

## Tree-in-Lieu Fund

- Future Tree Canopy City Master Plan with Forterra (Port of Seattle funding)

# SUMMARY OF CITY ACTIVITIES, cont.

Light Rail Extension  
509

Land Use/Environmental:

- Landscape ordinance
- SEPA threshold ordinance
- Essential Public Facilities
- Shoreline Master Plan update (required, and to accommodate marina redevelopment)
- Federal Way Link Extension coordination, development and transit way agreements
- Review of options for Wasson House

# SUMMARY OF CITY ACTIVITIES, cont.

Alley utility undergrounding

Law Enforcement

- Pac Ridge Plan development and implementation
- Nuisance abatement property ordinance
- Implementation of Evidence Based Policing

Playground equipment replacement/enhancement in partnership with Legacy Foundation

Ongoing relationships with Highline College, Wesley and Judson

# Capital Projects and Infrastructure

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- See below

**Current Construction**

	Phase	Status/Comment
Redondo Boardwalk	CN	Final Estimate, Voucher, and TIB Coordination
South 216th Street - Segment 1A	CN	Closeout
South 268th Street Sidewalks (SRTS)	CN	Punch List and Final Estimates
Annual Sidewalk Program	CN	Precision Concrete Cutting - Trip Hazard Removal December
Saltwater State Park Bridge - Seismic Retrofit	CN	Final Contract Voucher - Waiting L&I Release

South Twin Bridge Joint Repair

Complete

**Engineering & Planning**

		Status/Comment
North Marina Parking Lot Bulkhead and Restrooms	PE	Design and Permitting - Project Advertisement 4th Qtr 2018
South 216th Street - Segment 3	RW	Right-of-Way Acquisition - Dec. 11th 5pm-7pm drop-in meeting for effected parcels
Building Security Improvements	PE	Design & Planning
ADA Transition Plan	PE	Final Transition Plan, ADA Coordinator
2019 Arterial Street Overlay	PE	Design
Sun Home Lodge Foundation Design	PE	Design
Street Standards Update	PE	Planning
Barnes Creek Trail	PE/RW	Design Rights-of-Way Acquisition South Segment
2018 Guardrail Program	PE/CN	Design & Construction
Citywide Arterial Traffic Calming	PE/CN	Design & Construction
Downtown Alley Project (223rd - 227th)	PE/CN	
24th Ave S Sidewalks (Midway Elementary)	PE	
Barnes Creek Culvert (KDM)	PE	Pending WSDOT Participation Decision
S 224th Street (PHS -30th Ave S)	PE	Pending Sound Transit Participation Decision
S 223rd Sidewalk Improvements	PE	
MVD/240th Capacity Improvements	PE	
Redondo Paid Parking	PE	
16th Ave South - Segment 5A	PE	

**Planned Construction**

		Status/Comment
South 223rd Street Rehabilitation	CN	Construction
Citywide Playground Projects - Phase 1	CN	Construction
Deepdene Outfall	CN	Construction
S 251st Street Outfall	CN	Construction
Pond Safety Improvements	CN	Construction
Annual Sidewalk Program	CN	Trip Hazard Removal
Marina Fuel Dispenser	CN	Construction
Building Security Improvements	PE/CN	Design/Construction
227th Turn-a-round /Marina Lot	PE/CN	Not in Capital Program
Marina Paid Parking Dynamic Signs	PE/CN	

**Large Project Support**Sound Transit Light Rail  
WSDOT SR509

Status/Comment

**Projects Targeted for Grant Funding 2018:**

	Status/Comment
North Marina Parking Lot Bulkhead and Restroom	Various - Matrix development 1st Qtr 2018
Barnes Creek Trail - South Segment	FHWA CMAQ Spring 2018

Working on  
 Planning on, some risk  
 Not planning to start in 2018

# Organizational Dynamic

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- Budget Highlights/Revenue
  - Marina, Red Light Photo Enforcement, General Fund
- Succession Planning
  - Police Department
  - Parks
  - Human Resources
  - Marina
  - Other Departments

We Need Your Help

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# One More Thing = One Less Thing

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- Organizational Design/ Attrition as a challenge

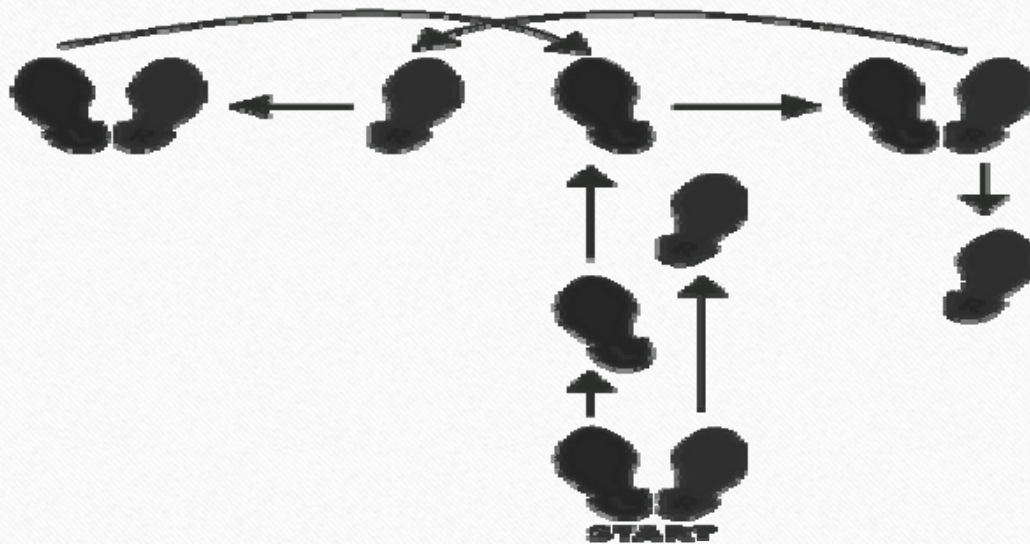
# COMMUNICATION

# WHERE WERE WE?

- Inability to promote positive messages
- Inability to push critical or urgent information
- Lack of strategy, unified messaging, procedures, process, policy
- Reactive v proactive
- Perception of not being transparent



WHAT STEPS DID WE TAKE?



# WHAT'S OUR GOAL?

- Inform
- Respond
- Engage



# HOW DO WE GET THERE?

- Centralize All Communications
  - Send Bonnie any constituent concerns
  - Bonnie directs to appropriate staff
  - Lets Councilmember know we will respond
  - Contacts constituent with time frame
  - Follows up with response from staff
  - Informs constituent of status and/or outcome
  - Conveys this communication to originating Councilmember
- Consistent Message
- Prioritization

# WHAT'S THE BENEFIT TO YOU?

- More Time!
- Allows staff to focus on initiative based activities
- Have a protocol for responding in a methodical, efficient and comprehensive manner

# LAND USE/BUILDING PERMITTING GOAL TIMEFRAMES

Develop effective process/reports to measure performance

Example metrics:

- Inspections – next day
- Residential re-roof, electrical, plumbing, mechanical – over the counter
- Single family first review – 4 weeks
- Multi-family/commercial first review – 6 weeks
- Land Use Type I-V first review – 3 weeks
- Most types of projects resubmittals – 2 weeks

# Land Use/Building Process Improvements

Continuous improvement - examples:

- Simplify – processes/clarity of development regulations  
SEPA thresholds
- Increase percentage of complete applications
- Reduce the number of review cycles  
Additional customer assistance (pre-application/counter)  
Improved screening at intake
- Develop additional performance metrics  
PermitTrax reporting

# INDIVIDUAL COUNCILMEMBER PRIORITIES

2 Highest Priorities

Councilmember Bangs:

Constructive focus on Pacific Ridge Development  
Proactively partner with Wesley and Judson (Senior Program/Work together)

Councilmember Back:

Good stewards with assets we have (Finances-Paperless Packets!)  
Biggest Asset: People (citizens deserve to be well informed.) Channel 21, Government 101, highlights of new projects-multi lingual?)

Councilmember Nutting:

Continued avenues for Economic Development (Find new ways to gain new businesses)  
Public Safety & Enhancement of Life for all citizens

Councilmember Mahoney:

Redondo  
Downtown and Marina tie in (Uniformity/functional/"hip" and relevant)

Councilmember Buxton:

To do all we can to take advantage of economic upturn  
Identify City identity or brand – create draw to Des Moines  
Create mini commercials (Facebook posts, 50 seconds – humor, pleasantries, etc)

Deputy Mayor Pennington:

Over-arching strategic plan (Cities top 10 priorities; how/when we get there and who supports who in how it gets done)

Mayor Pina:

Code Enforcement (be more responsive to citizen issues)  
Infrastructure concerns in Marina District (water mains on 7th/power grids)

# COUNCIL GOALS/VISION/MISSION

Establishing Short Term and Long Term Priorities