

Amended AGENDA

**DES MOINES CITY COUNCIL
REGULAR MEETING
City Council Chambers
21630 11th Avenue S, Des Moines, Washington**

September 13, 2018 – 7:00 p.m.

CALL TO ORDER

PLEDGE OF ALLEGIANCE

ROLL CALL

CORRESPONDENCE

COMMENTS FROM THE PUBLIC

BOARD & COMMITTEE REPORTS/COUNCILMEMBER COMMENTS

PRESIDING OFFICER'S REPORT

ADMINISTRATION REPORT

Item 1: CITY MANAGER MONTHLY REPORT

Page 2 Item 2: CITY MANAGER QUARTERLY REPORT

Item 3: 2019 COMPREHENSIVE SOLID WASTE MANAGEMENT PLAN

Item 4: City Bond Issuance Update

CONSENT CALENDAR

Page 57 Item 1: APPROVAL OF VOUCHERS

Motion is to approve for payment vouchers and payroll transfers through September 5, 2018 included in the attached list and further described as follows:

Total A/P Checks/Vouchers	#155064-155238	\$1,289,617.11
Electronic Wire Transfers	# 1094-1105	\$ 678,796.59
Payroll Checks	# 19082-19084	\$ 908.55
Payroll Direct Deposit	#330001-330187	\$ 362,063.43
Payroll Checks	# 19085-19089	\$ 3,272.99
Payroll Direct Deposit	#360001-360189	\$ 368,207.39
Total Checks and Wires for A/P and Payroll:		\$2,702,866.06

Page 59 Item 2: APPROVAL OF MINUTES

Motion is to approve the August 23, 2018 City Council Regular and Special Meeting Minutes.

- Page 67 Item 3: SENIOR SERVICES ADVISORY COMMITTEE APPOINTMENTS
Motion is to confirm the Mayoral appointments of Priscilla Vargas and Jeff Crompe each to an unexpired term on the City of Des Moines Senior Services Advisory Committee, effective immediately and expiring December 31, 2021.
- Page 75 Item 4: AMENDMENT #2 TO COMMUNICATIONS SITE LEASE AGREEMENT – FIELDHOUSE
Motion is to approve the second amendment to the Communications Site Lease Agreement with New Cingular to allow for the fencing and maintenance of the area immediately around the leased pole. And to authorize the City Manager to sign the amendment substantially in the form as attached.
- Page 107 Item 5: SETTING A PUBLIC HEARING DATE TO CONSIDER DRAFT ORDINANCE 18-105 AMENDING THE DES MOINES 2035 COMPREHENSIVE PLAN AND PREFERRED LAND USE MAP
Motion is to set a public hearing on October 18, 2018, or as soon thereafter as the matter may be heard, to consider Draft Ordinance No. 18-105 amending Chapters 18.05 and 18.25 DMMC.
- Page 113 Item 6: SET A PUBLIC HEARING TO CONSIDER DRAFT ORDINANCE 18-099 RELATED TO THE S. 216TH STREET ZONING RECLASSIFICATION
Motion is to set a public hearing on October 18, 2018, or as soon thereafter as the matter may be heard, to consider Draft Ordinance No. 18-099 amending of official zoning map, to reclassify tax parcels 0822049163, 0822049013, 0822049093, 0822049122, 0822049080 from RA-3,600 Residential Attached Townhouse or Duplex 3,600 Zone and tax parcels 0822049118, 0822049186, 0822049187, 0822049011, 0822049012, 0822049166 and 0822049161 from RS-8,400 Residential Single Family 8,400 Zone to RM-2,400 Residential Multifamily 2,400 Zoning.
- Page 119 Item 7: HUMAN SERVICES ADVISORY COMMITTEE APPOINTMENTS
Motion is to confirm the Mayoral appointments of John Scully, Jr., Sile Grace Matsui, and Lauren Frederick each to an unexpired term on the City of Des Moines Human Services Advisory Committee effective immediately and expiring on December 31, 2019.

EXECUTIVE SESSION

PERFORMANCE OF A PUBLIC EMPLOYEE UNDER RCW
42.30.110(1)(g) – 45 MINUTES

NEXT MEETING DATE

September 27, 2018 City Council Regular Meeting

ADJOURNMENT

City Manager's Office

June 30, 2018

To: City Council

From: City Manager

Re: Second Quarter 2018 Report

The information below represents a compilation of results of each Department for 2nd Quarter, 2018.

CITY MANAGER'S OFFICE

- Fund 105 Balance
- Aviation Advisory Committee Meeting
- Mayors Roundtable Meeting
- Met with Anthony's Restaurant Re: Marina Pay Parking
- Human Resources Director Interviews
- Recreational Boating Trends and Marina Facility Utilization Meeting
- Senior Advisory Committee Shuttle Meeting
- Meeting in Portland with Architects/Brew Pub
- Sea-Tac Airport Proviso Meeting
- Soundside Alliance Policy Committee Meeting
- Forterra Annual Breakfast
- Information Technology – Upgraded audio/visual system in Council Chambers.
 - Thank the City's IT Department, Dale and Chris.
- Sustainable Airport Master Plan Meeting.
- Attended 8 Diving Grand Opening.
- Took Finance Director, Beth Anne and her staff on a tour of Des Moines.
- Police Chief Ken Thomas started 5/16/18.
- Human Resources Director AJ Johnson started 5/16/18.
- Attended Parkside Park Dedication.
- Attended Midway Park Garden Project.
- Took Port Commissioner Fred Felleman & Port Executive Director Stephen Metruck on tour of Des Moines.
- Attended Highline Forum meeting.
- Attended SCORE Admin meeting.
- Attended Memorial Day Flag Ceremony at Steven J Underwood Memorial Park.
- Met with David Maddox.
- SCORE Executive Director Interviews.
- Midway Park Ecotech/Farmbot and Rotary Play Area Restoration at Midway Park.
- Washington Cities Insurance Authority Audit.
- Citizens Advisory Committee Neighborhood Meeting.
- SeaTac Stakeholders Advisory Round Table.
- Met with Michelle Wardian – Outdoor Research

LEGAL DEPARTMENT

- Civil Matters: To date this year, the Legal Department has opened 80 files for civil matters; primarily advisory work to assist the City's operating departments.
- Reviewed existing and potential litigation and claims and drafted City Attorney opinion letter for the State Auditor regarding City's potential liabilities.
- Sent letters to 82 business licensees who had not renewed their 2018 business licenses. As of April 30, 22 had renewed their licenses and paid their license fees and 16 had reported or were determined to no longer be in business. Additional enforcement action will be taken to ensure compliance with business license requirements.
- Finished compiling statistics for criminal prosecution for 2017. Total number of criminal cases filed in 2017 was 753. This is 13% higher than 2016 but still remains down historically from a high of 1235 in 2012.
- City Prosecutor attended a traffic safety conference along with the rest of the DUI Court Team to further prepare for the inauguration of the DUI Court program. Prosecutor has been working with other DUI Court team members to draft a home check policy for DUI Court participants.
- Reviewed and edited a contract for the rental of a gun range for the Police Department.
- Drafted a restroom use agreement for the Marina.
- Drafted amendments to a contract for professional coaching for executive staff.
- Updated annual agreements for the Farmers Market and Destination Des Moines Summer Events.
- Drafted two updates to the Teamsters Collective Bargaining Agreement which were approved by the City Council.
- Worked with the Marina staff on several issues, including processing parking citation appeals, dealing with abandoned vessels, and commercial use of the Redondo boat launch.
- Legal Department coordinated with the City's consultants and other departments to finalize the draft ordinance amending Title 20 DMMC to provide for regulation of small cell wireless facilities.
- Staff prepared a draft ordinance repealing the City's parking tax. It was passed by the City Council June 28th.
- Staff assisted the City Clerk with responding to a request for public records involving the City's Red light Camera Program and worked with DMPD to ensure that the Program's annual reports are in strict compliance with state standards.
- The Assistant City Attorney worked with code enforcement officers on multiple issues including:
 - Addressing a commercial property and adjacent vacant lot in consultation with Planning and Building Departments and SKFR;
 - Responding to our first request by a mortgage servicer under HB2057 for a determination that a property is abandoned, in mid-foreclosure, and a nuisance, AKA a "zombie property".
- Assisted Finance Department with preparation for Marina bond issuance.
- Reviewed, edited, and approved Master Lighting Service Agreement with PSE.
- Staff prepared a response for the Marina to an administrative appeal of an action by the Harbormaster.
- The following Ordinances and Resolutions were prepared in final form and signed in the Second Quarter 2018 following approval by the City Council:

Ordinance No. 1698	Parking Tax Repeal
Resolution No. 1382	Claims Acceptance Agents Appointments
Resolution No. 1383	RCO Grant Application - VanGasken Property
Resolution No. 1384	RCO Grant Application - Field House/Skate Park
Resolution No. 1385	Highline School District Boundaries

Resolution No. 1386	Destination Des Moines Summer Events Agreement
Resolution No. 1387	Marina North Bulkhead Repair & Replacement Project
Resolution No. 1388	TIP 2019 – 2038
Resolution No. 1389	I-C Zone Permitted Uses, Setting Public Hearing

- **Des Moines Prosecuting Attorney Quarterly Recap.** The Prosecuting Attorney filed 478 infractions and citations in the Second Quarter 2018 for Des Moines and appeared at 928 criminal hearings. Also filed were 1,052 Woodmont Photo Enforcement infractions, 6,650 red-light camera infractions. The Prosecutor represented the City at 48 hearings involving infractions that were being opposed by private counsel, and 26 animal control hearings. Staff also responded to 27 infraction discovery requests.
- **Normandy Park Prosecuting Attorney Quarterly Recap.** The Prosecuting Attorney filed 97 infractions and citations in the Second Quarter 2018 for Normandy Park and appeared at 247 criminal hearings. The Prosecutor represented the City at 10 hearings involving infractions that were being opposed by private counsel. Staff also responded to 9 infraction discovery requests.
- Legal Department contracts signed in the Second Quarter: None for Legal.
- Bids, RFPs, and RFQs issued by Legal in the Second Quarter: None for Legal.

CITY CLERK'S OFFICE

- New Deputy City Clerk!
- Participated in Human Resources Director Interviews.
- Social Media Meeting with Police Staff.
- Training Wheelz Ribbon Cutting.
- Summer City Currents – Mailed May 12th.
- Filed utility easements for the S 216th Street project with King County.
- Attended 8 Dive Grand Opening.
- Attended Memorial Day Flag Celebration at Steven J. Underwood Memorial Park.
- Public Record Stats for April:
 - 393 Received, 781 received YTD.
 - 41 total outstanding (includes 2017).
- Reported Public Record Statistics to JLARC (Joint Legislative Audit and Review Committee Reporting). Reporting period July 23-December 31, 2018 with a July 1, 2018 Deadline.
- Citizens Advisory Committee Neighborhood Meeting.
- Affordable Housing Meeting.
- Deputy City Clerk Taria Keane Completed Professional Development 1 Class. The first of 3 series needed to obtain her Certified Municipal Clerk Certification. Over 40 classroom hours per series. A Washington State University accredited program.
- Social Media Stats:
 - Facebook: over 4,000 people reached
 - Twitter: Des Moines Account 497; Police Account 1,343

EMERGENCY MANAGEMENT

- I met with a representative from Washington State Emergency Management Division on 8-16-18 to go through out *Basic Plan* portion of the Comprehensive Emergency Management Plan.
- We have 100 CERT backpacks ready for our first CERT class. The items were provided by the King Co. Office of Emergency Management.
- Working with FAA and FW to put together all the resources and materials we would initially need for EOC activation. I'm also working to identify a secondary EOC location.
- Working with KCOEM to identify EOC position specific training for DM Directors or their designees who will have a role in the EOC.

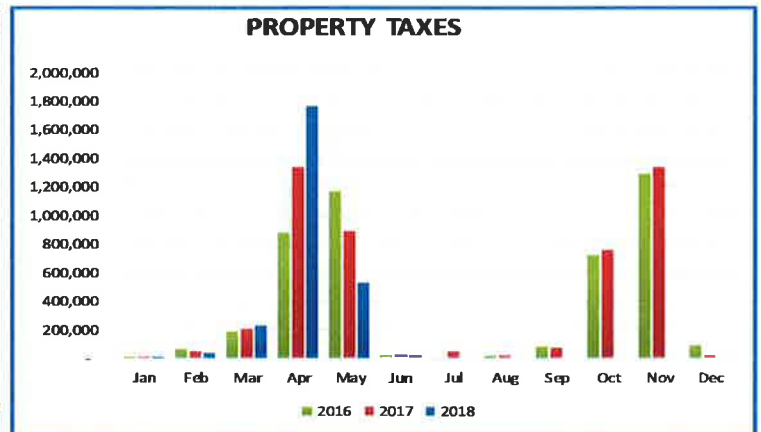
FINANCE DEPARTMENT

2ND QUARTER 2018 FINANCIAL REPORT

MAJOR REVENUE TRENDS

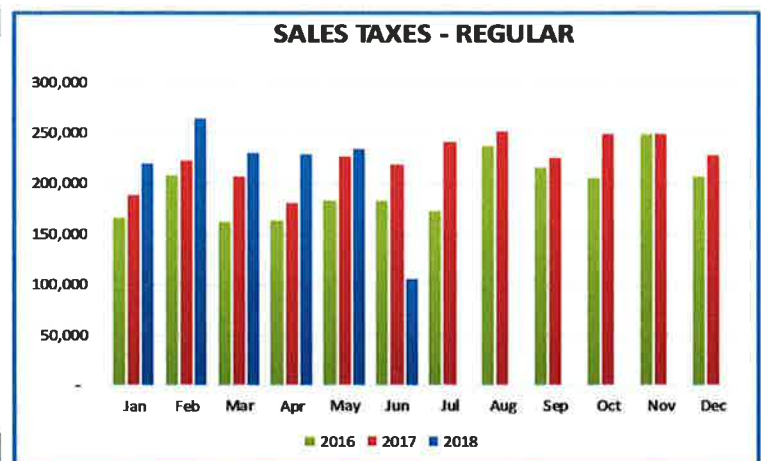
(CASH BASIS)

2018 YTD Compared to 2017 YTD:					79,210	3.1%
	2018	2017	2016	PY YTD		
Jan	16,419	10,191	9,718	0.2%		
Feb	36,447	52,372	62,078	1.3%		
Mar	232,292	207,664	192,691	5.6%		
Apr	1,766,445	1,341,941	884,255	33.7%		
May	530,338	892,976	1,172,679	52.3%		
June	24,549	22,136	24,323	52.8%		
Jul		45,386	8,130	53.8%		
Aug		22,470	19,914	54.2%		
Sep		78,305	87,561	55.9%		
Oct		757,497	721,023	71.7%		
Nov		1,334,765	1,292,382	99.6%		
Dec		20,037	92,696	100.0%		
Totals	2,606,489	4,785,740	4,567,450			
2018 YTD Compared to Annual Budget:					4,800,000	54.3%



Property Taxes are typically received by the City in April/May and October/November and typically 50% of the City's annual property tax revenue is typically received in the 2nd quarter. The City has received 54% of budgeted property tax revenue.

2018 YTD Compared to 2017 YTD:					40,596	3.3%
	2018	2017	2016	PY YTD		
Jan	219,835	188,813	166,482	7.0%		
Feb	263,849	222,214	207,580	15.3%		
Mar	230,669	206,184	162,512	23.0%		
Apr	228,365	180,327	162,783	29.7%		
May	234,241	225,772	183,308	38.1%		
Jun	105,465	218,517	182,542	46.3%		
Jul		240,702	172,341	55.2%		
Aug		251,535	236,926	64.6%		
Sep		225,110	216,225	73.0%		
Oct		248,661	205,441	82.3%		
Nov		248,226	248,392	91.5%		
Dec		228,030	206,295	100.0%		
Totals	1,282,424	2,684,092	2,350,827			
2018 YTD Compared to Annual Budget:					2,500,000	51.3%

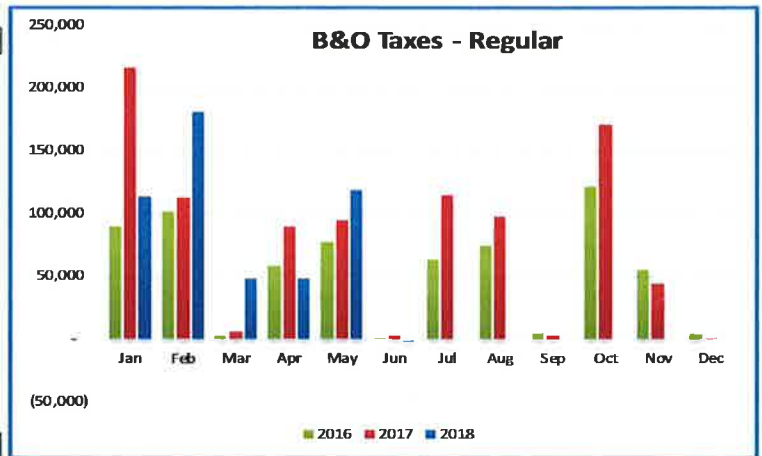


Sales tax is received by the City two months after it is paid by consumers. Sales tax earned through the 2nd Quarter of 2018 was \$1,282,424 or 51.3% of budget. This a 3.3% increase from sales tax revenue received through the 2nd quarter of 2017. The amount received in June is lower than previous months due to adjustments from regular sales tax to one-time sales taxes which are set aside for capital projects.

MAJOR REVENUE TRENDS

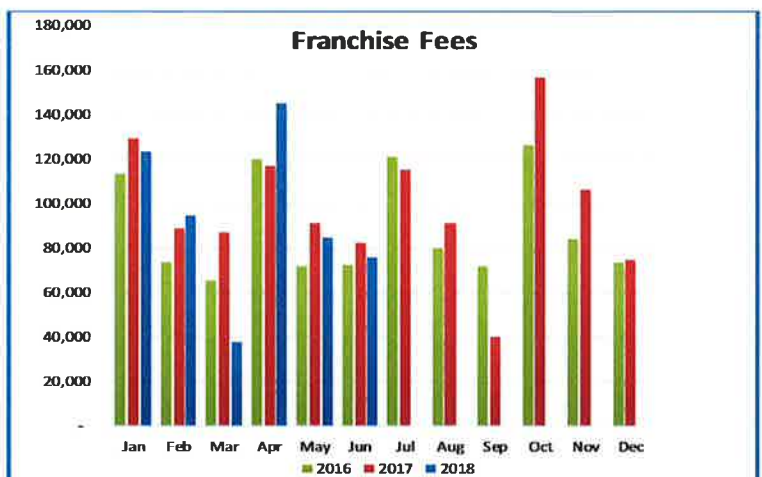
(CASH BASIS - Continued)

2018 YTD Compared to 2017 YTD:			(13,956)	-2.7%
	2018	2017	2016	PY YTD
Jan	114,329	216,324	89,942	22.7%
Feb	181,623	112,795	101,825	34.5%
Mar	48,000	6,291	3,106	35.1%
Apr	48,450	89,260	58,292	44.5%
May	118,467	94,829	78,035	54.4%
Jun	(2,120)	3,205	1,262	54.7%
Jul		114,496	63,661	66.7%
Aug		97,730	74,863	77.0%
Sep		2,767	5,211	77.2%
Oct		171,216	122,095	95.2%
Nov		44,658	55,292	99.9%
Dec		1,400	4,217	100.0%
Totals	508,748	954,972	657,801	
2018 YTD Compared to Annual Budget:			800,000	63.6%



Every person engaging in business activity within the city is subject to B&O Tax. Year-to-date receipts total \$508,748, which is 63.6% of budget and is more than the amount budgeted for 2018. The negative amount in June was due to adjustments from regular B&O tax to one-time B&O taxes which are set aside for capital projects.

2018 YTD Compared to 2017 YTD:		(34,179)	-5.7%	
	2018	2017	2016	PY YTD
Jan	123,726	129,401	113,463	10.9%
Feb	94,879	89,045	73,834	18.5%
Mar	38,037	87,325	65,347	25.9%
Apr	145,331	116,973	120,207	35.8%
May	84,654	91,363	71,583	43.5%
Jun	75,876	82,575	72,626	50.5%
Jul		115,316	121,248	60.2%
Aug		91,478	79,804	68.0%
Sep		40,214	72,099	71.4%
Oct		156,940	126,141	84.7%
Nov		106,415	84,251	93.7%
Dec		74,885	73,899	100.0%
Totals	562,503	1,181,930	1,074,502	
2018 YTD Compared to Annual Budget:		1,090,440	51.6%	

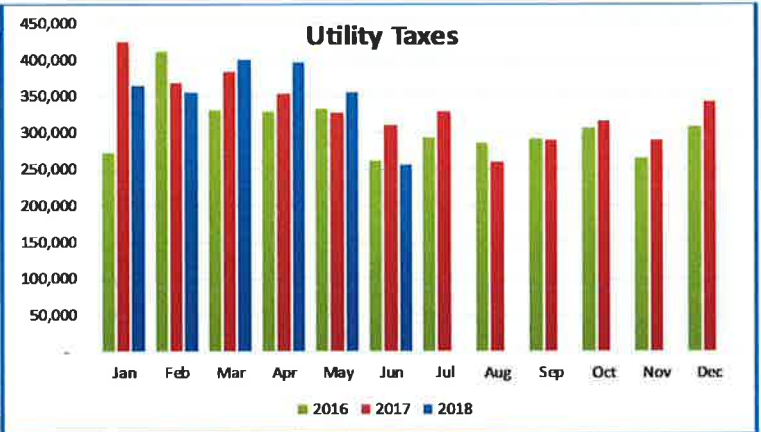


Franchise fees are collected monthly and the year-to-date total is 51.6% of budget.

MAJOR REVENUE TRENDS

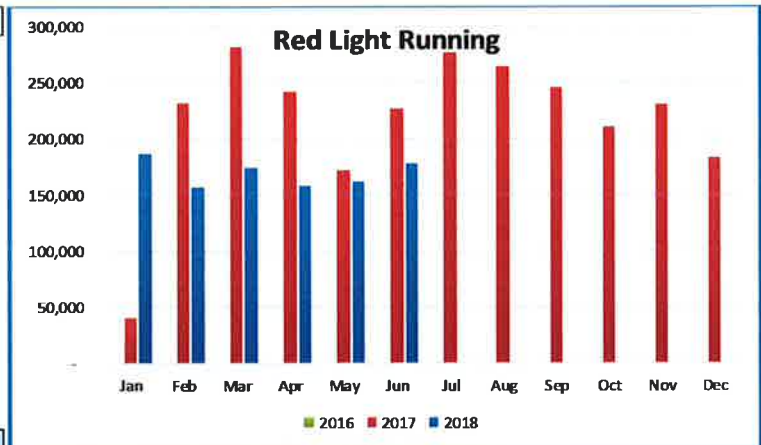
(CASH BASIS - Continued)

2018 YTD Compared to 2017 YTD:				
	2018	2017	2016	PY YTD
Jan	364,526	424,753	273,337	10.6%
Feb	356,373	369,100	410,967	19.9%
Mar	401,190	384,143	332,039	29.5%
Apr	397,018	354,597	329,815	38.3%
May	356,066	326,610	333,168	46.5%
Jun	256,748	311,295	262,684	54.3%
Jul		330,214	293,988	62.6%
Aug		259,947	286,311	69.1%
Sep		289,489	292,324	76.3%
Oct		315,656	306,464	84.2%
Nov		289,793	266,326	91.4%
Dec		342,218	308,003	100.0%
Totals	2,131,921	3,997,816	3,695,425	
2018 YTD Compared to Annual Budget:				55.7%



Utility taxes are collected for electric, natural gas, solid waste, cable TV, phone and stormwater utilities. The year-to-date collection is \$2,131,921 or 55.7% of budget.

2018 YTD Compared to 2017 YTD:				
	2018	2017	2016	PY YTD
Jan	186,912	41,052		1.6%
Feb	157,163	232,138		10.5%
Mar	174,355	281,581		21.3%
Apr	158,143	242,435		30.5%
May	162,501	172,049		37.1%
Jun	178,283	227,114		45.8%
Jul		277,288		56.5%
Aug		264,954		66.6%
Sep		245,831		76.0%
Oct		210,839		84.1%
Nov		230,840		93.0%
Dec		183,507		100.0%
Totals	1,017,357	2,609,628	-	
2018 YTD Compared to Annual Budget:				40.7%



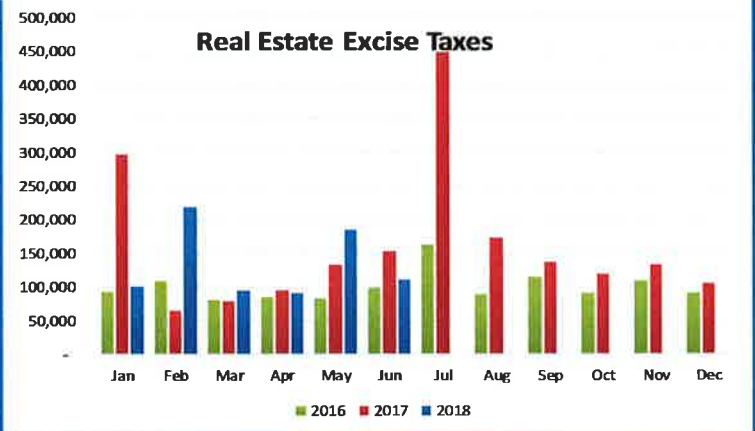
The Red Light Running program has two elements; structural on-going revenue which is \$1.5M of the \$2.5M budget and one-time revenue which is the remaining \$1M of the \$2.5M budget. Year-to-date collection is 40.7% of budget and is lower than anticipated. Activity for this program will be closely monitored.

MAJOR REVENUE TRENDS

(CASH BASIS - Continued)

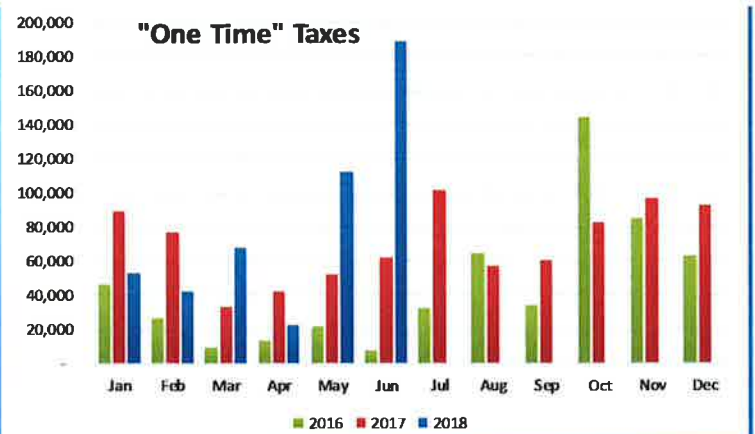
CIP FUNDING SOURCES

2018 YTD Compared to Annual Budget:		(18,447)	-2.2%	
	2018	2017	2016	PY YTD
Jan	100,179	296,469	93,909	15.3%
Feb	218,634	64,190	109,153	18.6%
Mar	94,383	78,233	80,623	22.7%
Apr	92,064	95,642	86,005	27.6%
May	184,602	132,598	84,072	34.5%
Jun	111,822	152,999	99,166	42.4%
Jul		448,867	163,905	65.6%
Aug		173,469	90,084	74.5%
Sep		136,573	116,119	81.6%
Oct		118,772	91,603	87.7%
Nov		132,237	109,682	94.6%
Dec		105,037	91,594	100.0%
Totals	801,684	1,935,085	1,215,915	
2018 YTD Compared to Annual Budget:		900,000	89.1%	



The City collected \$801,684 in Real Estate Excise Tax (REET) revenue through the 2nd quarter 2018. This amount is higher than the expected 50%. It is expected the City will receive more REET revenue in 2018 than the original amount budgeted.

2018 YTD Compared to 2017 YTD:		130,391	136.6%	
	2018	2017	2016	PY YTD
Jan	53,243	89,266	46,556	10.5%
Feb	42,058	76,783	27,195	19.6%
Mar	67,676	33,370	9,428	23.5%
Apr	22,899	42,775	13,465	28.6%
May	112,228	52,185	22,165	34.7%
Jun	188,960	62,293	7,770	42.1%
Jul		101,589	32,666	54.1%
Aug		56,915	64,376	60.8%
Sep		60,445	34,407	67.9%
Oct		82,400	144,643	77.6%
Nov		97,018	84,923	89.1%
Dec		92,746	62,874	100.0%
Totals	487,063	847,785	550,468	
2018 YTD Compared to Annual Budget:		-	-	



Note: One-Time Taxes were not included in the Adopted Annual Budget

GENERAL FUND 001

	2018 ADOPTED BUDGET			2018 Year to Date ACTUAL				
	ANNUAL 12 MONTHS			JUNE				
	REVENUES	EXPENDITURES	NET	REVENUES	%**	EXPENDITURES	%**	NET
BEGINNING FUND BALANCE			\$ 4,532,095					\$ 5,532,545
<u>Unrestricted Revenues</u>								
Unrestricted Taxes	12,117,000	-	12,117,000	6,594,665	54%	-	-	6,594,665
One Time Sales/B&O Taxes	-	-	-	487,063	-	-	-	487,063
Unrestricted Franchise Fees	1,130,000	-	1,130,000	562,503	50%	-	-	562,503
State/City Assistance	90,000	-	90,000	56,820	63%	-	-	56,820
Miscellaneous	21,000	-	21,000	64,680	308%	-	-	64,680
Transfer In	-	-	-	-	-	-	-	-
Total Unrestricted Revenues	13,358,000	-	13,358,000	7,765,731	58%	-	-	7,765,731
<u>Policy & Support Services</u>								
Support Services Chargebacks	2,620,190	-	2,620,190	1,309,277	50%	-	-	1,309,277 50%
City Council	-	95,148	(95,148)	-	-	44,091	46%	(44,091) 46%
City Manager	-	1,178,806	(1,178,806)	9,437	-	645,776	55%	(636,339) 54%
Financial Services	70,000	996,334	(926,334)	25,185	36%	558,689	56%	(533,505) 58%
Technology Services	758,527	758,527	-	379,263	50%	398,558	53%	(19,295) -
Legal	-	387,812	(387,812)	8,291	-	175,232	45%	(166,941) 43%
Bldg & Facility Maint	-	394,665	(394,665)	-	-	193,927	49%	(193,927) 49%
Total Policy & Support Services	3,448,717	3,811,292	(362,575)	1,731,453	50%	2,016,273	53%	(284,821) 79%
<u>Public Safety Services</u>								
Restricted - Public Safety	3,884,460	-	3,884,460	1,816,378	47%	-	-	1,816,378 47%
Court	115,005	1,287,728	(1,172,723)	67,722	59%	681,622	53%	(613,900) 52%
Probation	72,500	224,938	(152,438)	41,921	58%	102,462	46%	(60,541) 40%
EMS/Fire/Jail/Public Defenders	4,500	968,037	(963,537)	2,234	50%	360,577	37%	(358,343) 37%
Legal (Prosecution, DV, etc.)	36,050	312,113	(276,063)	18,180	50%	196,359	63%	(178,179) 65%
Police	238,015	10,518,937	(10,280,922)	88,372	37%	5,042,726	48%	(4,954,354) 48%
Total Public Safety Services	4,350,530	13,311,753	(8,961,223)	2,034,807	47%	6,383,746	48%	(4,348,938) 49%
<u>Community Services</u>								
Planning & Bldg (NonFee Based)	-	750,947	(750,947)	-	-	261,268	35%	(261,268) 35%
Engineering (NonFee Based)	-	256,360	(256,360)	-	-	127,956	50%	(127,956) 50%
Subtotal	-	1,007,307	(1,007,307)	-	-	389,224	39%	(389,224) 39%
Park Maintenance	26,665	946,555	(919,890)	7,593	28%	418,225	44%	(410,632) 45%
Parks & Community Relations	6,500	218,553	(212,053)	8,400	129%	131,917	60%	(123,517) 58%
Senior & Human Services	104,050	604,892	(500,842)	59,080	57%	286,751	47%	(227,671) 45%
Arts Program	12,500	55,511	(43,011)	7,575	61%	27,033	49%	(19,458) 45%
Recreation Programs	1,059,047	1,289,210	(230,163)	482,321	46%	581,536	45%	(99,215) 43%
Beach Park Rentals	266,100	563,949	(297,849)	144,523	54%	267,740	47%	(123,217) 41%
Subtotal	1,474,862	3,678,670	(2,203,808)	709,492	48%	1,713,202	47%	(1,003,710) 46%
Total Community Services	1,474,862	4,685,977	(3,211,115)	709,492	48%	2,102,426	45%	(1,392,934) 43%
<u>Transfers Out</u>								
Capital & Debt	-	1,950,588	(1,950,588)	-	-	54,013	3%	(54,013) 3%
One Time Sales/ B&O Tax	-	-	-	-	-	487,063	#	(487,063) -
Total Transfers	-	1,950,588	(1,950,588)	-	-	541,076	-	(541,076) -
TOTAL GENERAL FUND	22,632,109	23,759,610	(1,127,501)	12,241,483	54%	11,043,521	46%	1,197,962 106%
ENDING FUND BALANCE			\$ 3,404,594					\$ 6,730,507
2 month expenditures target min Ending Fund Balance			3,563,910					3,563,910
Reserve (shortfall) surplus			\$ (159,316)					\$ 3,166,597

**June is month 6 of 12 = 50%

SPECIAL REVENUE FUND 105 (DEVELOPMENT - FEE BASED)

2018 ADOPTED BUDGET				2018 Year to Date ACTUAL			
ANNUAL 12 MONTHS				JUNE			
REVENUES	EXPENDITURES	NET		REVENUES***	% **	EXPENDITURES %**	NET
BEGINNING FUND BALANCE		\$ 1,868,569					\$ 2,869,893
<i>Community Services (PBPW Fee Based)</i>							
Interest Earnings	5,000	5,000		23,884			23,884
Planning (Fee Based)	268,000	688,215	(420,215)	166,077	62%	333,167 48%	(167,089) 40%
Recycle Grant	44,360	44,909	(549)	18,435	42%	19,864 44%	(1,429) 260%
Building & Permits (Fee Based)	1,547,650	830,334	717,316	1,680,489	109%	412,100 50%	1,268,389 177%
Minor Home Repair Grant	32,000	31,642	358	22,311	70%	21,017 66%	1,295 -
Engineering (Fee Based)	471,000	951,367	(480,367)	817,490	174%	481,146 51%	336,345 70%
TOTAL PBPW Fee Based	2,368,010	2,546,467	(178,457)	2,728,687	115%	1,267,293 50%	1,461,394 819%
ENDING FUND BALANCE		\$ 1,690,112					\$ 4,331,287

****June is month 6 of 12 = 50%**

*****ACTUAL Revenues include development revenues (such as building permits and plan reviews). Recording development activity in its own fund ensures permit revenues paid at the beginning of the project are set aside to pay the cost to service the projects over time.**

Fund Activity Year-to-Date through June 30, 2018				
Fund	Beginning Fund Balance	Revenues & Transfers-In	Expenditures & Transfers-Out	Ending Fund Balance
Special Revenue Funds:				
Street	691,657	763,866	721,285	734,238
Arterial Pavement	1,107,772	672,603	53,007	1,727,368
Police Drug Seizure	10,446	60	-	10,506
Hotel-Motel Tax	(24,541)	45,921	35,180	(13,800)
Redondo Zone	15,655	32,441	30,532	17,564
Waterfront Zone	17,808	85,559	42,840	60,527
PBPW Automation Fee	194,673	114,493	50,684	258,482
Urban Forestry	-	-	-	-
Abatement	6,659	32,465	-	39,124
Automated Speed Enforcement (ASE)	267,147	254,502	114,198	407,451
Transport Benefit District	138,639	476,142	304,958	309,823
Debt Service Funds:				
REET 1 Eligible Debt Service	21,139	8,634	4,222	25,551
REET 2 Eligible Debt Service	38,569	131,712	100,744	69,537
Capital Project Funds:				
REET 1	1,023,165	408,023	397,262	1,033,926
REET 2	755,117	407,024	243,372	918,769
Park Levy	1,757	32,670	-	34,427
Park in Lieu	559,810	89,901	31,012	618,699
One-Time Sales & B&O Tax Revenues	1,183,676	487,063	101	1,670,638
Municipal Capital Improvements	201,447	521,770	494,722	228,495
Transportation Capital Improvements	808,678	193,656	192,012	810,322
Traffic in Lieu	108,978	620	-	109,598
Traffic Impact - Citywide	1,280,159	404,654	75,922	1,608,891
Traffic Impact - Pac Ridge	278,859	18,036	-	296,895
Internal Service Funds:				
Equipment Rental Operations	369,196	251,950	229,745	391,401
Equipment Rental Replacement	3,807,967	389,545	309,119	3,888,393
Facility Major Repairs	192,667	58,770	14,689	236,748
Computer Replacement	1,022,200	128,382	64,329	1,086,253
Self Insurance	460,407	430,895	596,675	294,627
Unemployment Insurance	437,457	37,348	-	474,805

Budget vs. Actual Revenue & Transfers-In by Fund

Year-to-Date through June 30, 2018

Fund	Budget	YTD Actual	% Actual to Budget	Remaining Budget
Special Revenue Funds:				
Street	1,766,145	763,866	43.25%	1,002,279
Arterial Pavement	1,125,000	672,603	59.79%	452,397
Police Drug Seizure	1,000	60	6.00%	940
Hotel-Motel Tax	133,000	45,921	34.53%	87,079
Redondo Zone	60,870	32,441	53.30%	28,429
Waterfront Zone	276,000	85,559	31.00%	190,441
PBPW Automation Fee	100,000	114,493	114.49%	(14,493)
Urban Forestry	10,000	-	0.00%	10,000
Abatement	35,300	32,465	91.97%	2,835
Automated Speed Enforcement (ASE)	350,000	254,502	72.71%	95,498
Transport Benefit District	916,000	476,142	51.98%	439,858
Debt Service Funds:				
REET 1 Eligible Debt Service	17,268	8,634	50.00%	8,634
REET 2 Eligible Debt Service	263,428	131,712	50.00%	131,716
Capital Project Funds:				
REET 1	504,000	408,023	80.96%	95,977
REET 2	450,000	407,024	90.45%	42,976
Park Levy	54,000	32,670	60.50%	21,330
Park in Lieu	10,000	89,901	899.01%	(79,901)
One-Time Sales & B&O Tax Revenues	-	487,063	-	(487,063)
Municipal Capital Improvements	4,436,039	521,770	11.76%	3,914,269
Transportation Capital Improvements	1,294,996	193,656	14.95%	1,101,340
Traffic in Lieu	802,000	620	0.08%	801,380
Traffic Impact - Citywide	1,687,000	404,654	23.99%	1,282,346
Traffic Impact - Pac Ridge	-	18,036	-	(18,036)
Internal Service Funds:				
Equipment Rental Operations	482,673	251,950	52.20%	230,723
Equipment Rental Replacement	750,978	389,545	51.87%	361,433
Facility Repair & Replacement	522,258	58,770	11.25%	463,488
Computer Replacement	247,744	128,382	51.82%	119,362
Self Insurance	861,790	430,895	50.00%	430,895
Unemployment Insurance	68,682	37,348	54.38%	31,334

Budget vs. Actual Expenditures & Transfers-Out by Fund

Year-to-Date through June 30, 2018

Fund	Budget	YTD Actual	% Actual to Budget	Remaining Budget
Special Revenue Funds:				
Street	1,614,937	721,285	44.66%	893,652
Arterial Pavement	1,310,413	53,007	4.05%	1,257,406
Police Drug Seizure	1,000	-	-	1,000
Hotel-Motel Tax	112,000	35,180	31.41%	76,820
Redondo Zone	69,853	30,532	43.71%	39,321
Waterfront Zone	158,938	42,840	26.95%	116,098
PBPW Automation Fee	95,778	50,684	52.92%	45,094
Urban Forestry	5,000	-	-	5,000
Abatement	200	-	-	200
Automated Speed Enforcement (ASE)	396,686	114,198	28.79%	282,488
Transport Benefit District	914,812	304,958	33.34%	609,854
Debt Service Funds				
REET 1 Eligible Debt Service	19,476	4,222	21.68%	15,254
REET 2 Eligible Debt Service	263,428	100,744	38.24%	162,684
Capital Project Funds:				
REET 1	632,828	397,262	62.78%	235,566
REET 2	393,428	243,372	61.86%	150,056
Park Levy	54,000	-	0.00%	54,000
Park in Lieu	-	31,012	-	(31,012)
One-Time Sales & B&O Tax Revenues	186,039	101	0.05%	185,938
Municipal Capital Improvements	4,399,345	494,722	11.25%	3,904,623
Transportation Capital Improvements	1,875,690	192,012	10.24%	1,683,678
Traffic in Lieu	105,825	-	-	105,825
Traffic Impact - Citywide	237,565	75,922	31.96%	161,643
Traffic Impact - Pac Ridge	-	-	-	-
Internal Service Funds:				
Equipment Rental Operations	515,142	229,745	44.60%	285,397
Equipment Rental Replacement	523,000	309,119	59.10%	213,881
Facility Repair & Replacement	473,013	14,689	3.11%	458,324
Computer Replacement	205,824	64,329	31.25%	141,495
Self Insurance	701,975	596,675	85.00%	105,300
Unemployment Insurance	30,000	-	0.00%	30,000

MARINA FUND - OPERATIONS REPORT

(Budget Basis/Working Capital Basis)

Year-to-Date through June 30th

	2018 Budget Annual	2018 Actual Year to Date	%	2017 Actual Annual	2017 Actual Year to Date	%
REVENUES						
Charges Goods & Services	\$ 2,959,065	\$ 1,547,489	52%	\$ 2,963,710	\$ 1,562,246	53%
Fuel Sales	933,000	384,525	41%	1,103,986	321,713	29%
Fines & Forefitures	12,220	16,320	134%	12,220	9,438	77%
Intergovernmental Revenues	-	-	-	-	590	-
Miscellaneous Revenues	54,460	42,765	79%	88,043	32,973	37%
TOTAL REVENUES	\$ 3,958,745	\$ 1,991,099	50%	\$ 4,167,959	\$ 1,926,960	46%
EXPENSES						
Salaries	757,095	308,281	41%	671,098	300,922	45%
Personnel Benefits	277,853	109,569	39%	245,273	111,861	46%
Supplies	137,400	72,551	53%	159,073	67,810	43%
Fuel Purchases	657,000	291,569	44%	862,710	228,647	27%
Services	778,536	416,452	53%	854,331	361,233	42%
Machinery & Equipment	-	-	-	-	9,587	-
Capital Transfers	410,000	-	0%	716,001	410,969	57%
Debt Transfers	815,416	407,712	50%	820,515	410,262	50%
TOTAL EXPENSES	\$ 3,833,300	\$ 1,606,134	42%	\$ 4,329,001	\$ 1,901,291	44%
REVENUES MORE (LESS) THAN EXPENSES	\$ 125,445	\$ 384,965		\$ (161,042)	\$ 25,669	
Ending Cash & Investments		\$ 1,852,390			\$ 1,403,796	
Min Reserves - 20%		684,660				
Avail to Xfer to Dock Replace		\$ 757,730				
<i>June is 6 month of 12</i>		<u>50%</u>				

SWM FUND - OPERATIONS REPORT

(Budget Basis/Working Capital Basis)

Year-to-Date through June 30th

	2018 Budget Annual	2018 Actual Year to Date	%	2017 Budget Annual	2017 Actual Year to Date	%
REVENUES						
Charges Goods & Services	\$ 3,741,629	\$ 2,210,457	59%	\$ 3,532,391	\$ 2,033,311	58%
Intergov't Grants	-	-	-	-	-	-
Interest & Miscellaneous	10,000	28,616	286%	5,000	15,009	300%
TOTAL REVENUES	<u>\$ 3,751,629</u>	<u>\$ 2,239,073</u>	60%	<u>\$ 3,537,391</u>	<u>\$ 2,048,320</u>	58%

EXPENSES

Salaries	922,742	385,496	42%	914,844	402,764	44%
Personnel Benefits	424,417	183,666	43%	421,390	172,076	41%
Supplies	88,112	53,818	61%	66,900	49,288	74%
Services	1,585,117	719,390	45%	1,448,299	720,285	50%
Capital Transfers	553,900	20,630		236,120	32,924	14%
TOTAL EXPENSES	<u>\$ 3,574,288</u>	<u>\$ 1,363,000</u>	38%	<u>\$ 3,087,553</u>	<u>\$ 1,377,337</u>	45%

REVENUES MORE (LESS)

THAN EXPENSES	<u>\$ 177,341</u>	<u>\$ 876,073</u>		<u>\$ 449,838</u>	<u>\$ 670,983</u>	
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Ending Cash & Investments	\$ 3,984,917	\$ 2,990,961
Min Reserves - 20% Revenues	750,326	
Waiting for CIP Xfer to Fund 451	<u>\$ 3,234,591</u>	

June is 6 months of 12 50.0%

The City of Des Moines' investment portfolio is managed in a manner to provide maximum security of principle while meeting daily cash flow demands and conforming to laws and regulations governing the investment of public funds. The primary objective of the City's investment activities, in priority order, are safety, liquidity and return on investment.

The City's Investment Policy has been adopted by Ordinance 1144 of the City Council (per Des Moines Municipal Code 3.12). Authorized investments are securities and investments authorized by State statute as defined in RCW 39.58 and further defined within the Investment Policy.

City of Des Moines
Deposits and Investment Portfolio
Year-to-date June 30, 2018

Security Type	Fair Value as of 1/1/2018	January through June Activity	Fair Value as of 6/30/2018	% of Portfolio 6/30/2018	Investment Returns
Federal Farm Credit Bank	\$ 3,475,995	\$ 5,385	\$ 3,481,380	9.7%	\$ 19,450
Federal Home Loan Bank	-	3,965,150	3,965,150	11.1%	-
Federal Home Loan Mtg Corp	3,992,510	(3,992,510)	-	0.0%	19,375
Residual Funding Corp.	-	3,019,037	3,019,037	8.4%	-
Key Bank	4,812,933	(1,574,857)	3,238,076	9.0%	-
LGIP	16,923,648	5,180,918	22,104,566	61.7%	143,699
Total	\$ 29,205,086	\$ 6,603,123	\$ 35,808,209	100.0%	\$ 182,524

PARKS, RECREATION AND SENIOR SERVICES

Administration:

- The PRSS department completed two grant applications to the State of Washington Recreation and Conservation Office (RCO) on June 17, 2018. One grant request would provide rehabilitation of the Field House play fields and replacement of the storage shed. This grant application was determined complete by the state grants manager and has been forwarded on for committee consideration. The other pending application for the Van Gasken property acquisition requires a presentation to an evaluation committee in Olympia, scheduled for August 16th.



- Staff has continued coordination with Highline College regarding their proposal to utilize Sonju, Parkside and Mary Gay park areas for urban agriculture with an educational component. The college is working on critical areas evaluations and other information to determine feasibility prior to making a formal proposal for Parkside and Mary Gay parks.

- June 2 was the opening for the 2018-2020 Art on Poverty Bay Sculpture Gallery collection. Five new pieces were installed at the Marina, Police Station, Redondo and South 216th. Five additional pieces will be installed at Redondo (2) and City Hall (3).
- On Earth Day weekend this year volunteer group's performed labor at Midway Park and the Beach Park. At the Beach Park 125 donated trees were planted along the trail and at Midway 10 yards of play chips were spread under the play equipment. Collectively 185 hours were donated.
- April 25 an Open House was held at the Activity Center to allow the public to make comments on the preliminary play area designs at 8 neighborhood parks. Contracted Architectural firm LA Studios was also present to field questions from the public. About 70 parents and children were present.
- May 17 there was a celebration at Parkside Park for improvements that were made to improve park safety and accessibility to the surrounding neighborhood. A new sports court and outdoor fitness area with seating was also installed to create a welcoming neighborhood gathering place. Work was accomplished through a \$395,000 King County Community Development Block Grant. The Department of Ecology also participated by removing and replacing 10,000 sq. ft. of contaminated soil.

Community Engagement:

Volunteer/Committee Hours	1st Qtr.	2nd Qtr.	3rd Qtr.	4th Qtr.	YTD
DM Arts Commission	244	170			414
Sr. Services Advisory Comm.	5	10			15
Human Services Advisory Comm.	12	10			22
DM Lodging Tax Advisory Comm.	-	-			-
KC Landmarks Commission	-	-			-
Youth Sports Coaches	2,748	1,395			4,143
Senior Services	1,648	1,712			3,360
Daisy Sonju	17	32			49
Parks Administration	259	266			525
Total Volunteer/Committee Hrs*	4,933	3,595			8,528
Total Full Time Equivalents	2.38	1.73			4.1

*Rounded to nearest whole number.

Recreation and Sports:

- Since the inception of our new Dash Online registration system (September 1, 2017) there have been 6,600 customer accounts created with over \$1,123,200 in total DASH revenue.
- Recreation revenue April-June = \$307,317.
- Youth Soccer ended in May with over 350 participants on 34 teams. All practices and games were held in Des Moines over 9 weeks March-May.
- Youth T-Ball/Coach Pitch started in June with 9 teams and over 130 players. The season will run through August 11 with weekly practices games played in Des Moines.
- Summer Camp KHAOS started the week of June 25th. There were over 240 individual participants registered for Camp KHAOS through June.

Events and Facilities:

- Events and Facilities contracted with the Seattle Theater Group to house the Ailey Camp for 2019. The contract will renew each year for 5 years with a maximum increase of 10% annually. 2019 revenue will be \$39,500.
- Events staff met with Destination Des Moines to finalize all of their summer events. The summer looks full and well planned.
- Events and Facilities Staff conducted 93 site tours for potential clients of the Beach Park, Field House and Activity Center.

Activity Center/Senior Services:

- At the Senior Activity Center, the new Senior Services Manager, Kathy Burrows began work in June. A number of special events, including an ice cream social and churros (a popular Latin dessert) from Arturo's Mexican Restaurant, were held to celebrate the City's partnership with Wesley related to Senior Services. The Mayor, City Council members, senior staff as well as a large contingent of the City's police officers attended these fun events. The seniors especially enjoyed the churros, including being able to take a few "to go"!



Seniors/Activity Center	1 st Qtr.	2 nd Qtr.	3 rd Qtr.	4 th Qtr.	YTD
Meals Served	2,264	3,612			5,876
Fee Program Attendance	1,779	1,984			3,763
Drop In Attendance	2,249	2,258			4,507
Consultation Services	606	724			1,330

City Council Committee Reports:

Des Moines Arts Commission

Met on Monday, April 9, 2018

- The Commission discussed the Art and Wine Walk for May 12th. A partner for this event, Destination Des Moines, the commissioners were assigned to 1 of the 5 business's participating in the walk. Their job was to chat with participants and help the artist sell their art.
- Reviewed the final list of bands for the summer concert line up.
- Looked at the locations for the new sculptures coming into the City for Art on Poverty Bay.

Met on Monday, May 14, 2018

- Ray Fernandez a local artist came to the meeting seeking funding for a mural he would like to paint on the wall at Key Bank. The Commission will review the request and vote at the end of the year if they want to support this.
- Marketing materials were reviewed and approved for the summer concert series. Shannon will edit, print and distribute through the city by end of May.
- Reviewed the Art on Poverty Bay walking map. Shannon to finalize all edits and have printed for the June opening Farmers Market. All commissioners will be present for the opening to talk to the public and distribute flyers.
- Finalized the fundraiser Paint Night. Jena and Shannon to attend and commissioners to come and talk with attendees.

Met on Monday, June 11, 2018

- Not available yet.

Human Services Advisory Committee

The committee met in May

Meeting discussion:

- The committee continued review of 2019 funding requests
- Discussed a report to the City Council

Senior Services Advisory Committee

The committee met in April, May, and June

Meeting discussions included:

- King County Veterans and Senior Services Levy grant opportunity
- Community Shuttle
- Transition for Senior Services
- Senior Services related budget suggestions from the Committee

Des Moines Lodging Tax Advisory Committee (DMLTC)

Did not meet during the second quarter of 2018.

Des Moines Landmarks Commission

Did not meet during the second quarter of 2018.

POLICE DEPARTMENT

Police Department 2nd Quarter 2018

- Member of the department participated in Coffee with a Cop on 4/7 at Des Moines Pharmacy and on 4/12 at Judson Park.
- Records Specialist Sara Lee was promoted to Records Specialist Lead effective 5/1.
- Chief Delgado's last day with the department was on 5/15.
- Chief Thomas joined our department on 5/16.
- On 05/28/18 at approximately 2306 hours, officers responded to an illegal discharge in the 22800 Block of 30th Avenue South. Officers were unable to locate any evidence of a shooting. The next day a resident in the area called to report there were four bullet holes in the wall of her apartment. Officers believe they know a motive, but were unable to identify a suspect. The case has been closed as inactive.
- Lateral Officers Shay Lamarsh and Ryan Miskell joined the department on 6/1.
- On 06/02 at 0220 hours, officers were summoned to the 24200 Block of 26th Place South regarding shots having been fired. Officers found several bullet holes in the window of the victim's apartment and several bullet holes in her vehicle. The case is under investigation at this time.
- On 06/16/18 at 1719 hours, officers were called to a dispute at the Redondo Boat Ramp. Prior to officers arriving, the dispute turned into a physical altercation during which one of the subjects pulled a gun on the victim. There have been three subjects arrested in relation to this incident.
- Master Police Officer Kevin Penney was promoted to Sergeant effective 6/17.
- Entry Level Officer Clayson Tanner joined the department effective 6/16. We are awaiting an academy date from the Washington State Criminal Justice Training Commission Basic Law Enforcement Academy.

CRIME STATISTICS

Quarterly Totals

Offense	2017 2nd Quarter Totals	2018 2nd Quarter Totals	2018 2nd Quarter Percent Change
Homicide	0	0	0%
Sex Offenses	8	12	+50%
Robbery	13	15	+15%
Assaults*	55	65	+18%
Burglary	53	54	+2%
Larceny*	171	175	+2%
MV Accidents	98	103	+5%
MV Thefts	59	51	-13%

Arson	1	2	+100%
Moving Violations	877	518	-41%
School Zone Photo Enforcement	955	920	-4%
Red Light Photo Enforcement	9,702	6,743	-30%
Officers Assaulted	5	4	-20%
Adult Arrest	71	65	-8%
Juvenile Arrest	7	6	-14%
Calls For Service	4,916	4,897	-1%

**Assault and Larceny category include all reported felony and misdemeanor crimes.*

Year to Date Totals

Offense	01/01/17- 06/30/17 Totals	01/01/18- 06/30/18 Totals	2018 YTD Percent Change
Homicide	0	0	0%
Sex Offenses	18	25	+39%
Robbery	27	27	0%
Assaults*	110	119	+8%
Burglary	87	89	+2%
Larceny*	317	328	+3%
MV Accidents	174	182	+5%
MV Thefts	125	107	-14%
Arson	3	5	+67%
Moving Violations	1,630	1,264	-22%
School Zone Photo Enforcement	1,841	1,910	+4%
Red Light Photo Enforcement	22,731	11,830	-48%
Officers Assaulted	5	6	+20%
Adult Arrest	136	123	-9%
Juvenile Arrest	12	8	-33%
Calls For Service	9,203	9,249	+1%

**Assault and Larceny category include all reported felony and misdemeanor crimes.*

MARINA**Marina Operating Fund
Redondo Zone
Waterfront Zone****2nd Quarter 2018****Capital Projects****Pay Parking in the Marina & Beach Park**

During the 2nd quarter of 2018 Marina Staff finished the work on the 227th entrance and street improvements to finish the Pay Parking Project. Staff completed these as expected in first week of June.

Marina Revenues**2nd Quarter Revenues**

	April	May	June	2nd Qtr. Total 2018	2nd Qtr. Total 2017	Percent Change
Fuel Sales	\$37,866.80	\$138,627.88	\$146,953.32	\$323,433.00	\$255,122	26.8%
Guest moorage	\$3,262.08	\$6,030.00	\$9,589.62	\$18,881.70	\$20,390.00	-7.4%
Parking (Marina)	\$12,546.00	\$17,623.00	\$17,959.53	\$48,128.53	\$0	
Parking (Redondo)	\$6,476.15	\$8,624.60	\$9,138.75	\$24,239.50	\$22,806.00	6.2%
Permanent Moorage	\$190,850.39	\$207,316.48	\$189,854.91	\$588,021.78	\$609,834.00	-3.5%
Dry Sheds	\$15,421.79	\$14,783.79	\$14,401.79	\$44,607.37	\$42,728.00	4.3%
Lease Revenue	\$13,047.00	\$13,452.00	\$13,504.50	\$40,003.50	\$39,889.00	0.3%
Total Revenue	\$279,470.21	\$406,457.75	\$401,402.42	\$1,087,315.38	\$990,890.00	+9.8%

Overall, Marina revenues are up approx. 9.8% over the same period last year. Paid Parking & strong fuel sales account for most of the change. The large Fuel increases are due to the fact, fuel purchasing costs are up over .50 cents per gallon for Gas, and up over a \$1.00 per gallon for Diesel over last year at this time. These costs are also reflected in the Marina Fuel purchasing expenses. Summer moorage programs, and Guest moorage visitors are just starting to ramp up so we hope to see this number flip in the upcoming months.

Succession Planning

The Marina was fortunate to hire, and welcomes Tara O'Reilly a transfer from the Park and Rec department as our new Office Specialist. Harbormaster Joe Dusenbury announced his retirement and has stepped back from his leading role. Joe will continue to stay on in a part time status for a while, helping to finish up projects, passing on knowledge and helping staff with the transition.

Office Remodel

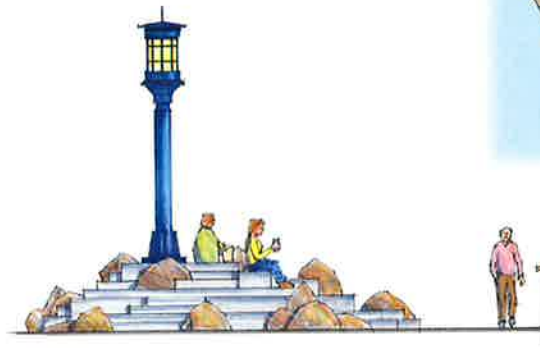
The office remodel has been completed. The reconfiguration is working well for both Events and Facilities and Marina Staff. Customers are complimenting and seem very happy with the new layout and the added reception counter.

PUBLIC WORKS & COMMUNITY DEVELOPMENT DEPARTMENT

Capital Improvement Projects

Marina North Bulkhead Replacement Project

The City and Exeltech Consulting are continuing efforts to complete design and permitting for the project. Structural, coastal, and geotechnical engineering are complete with results turning into construction bid documents. Urban design and restroom replacement alternatives have been reviewed and vetted with the selection of a lighthouse step theme with interactive kiosks. Various project permits are being submitted and the project is planned for construction in 2019.



Lower Massey Creek Channel Modification Project

The project is complete. All plantings under warranty that did not survive have been replaced by Buckley Nursery. TetraTech prepared a re-planting plan for the “triangle” area east of Taco Time that has been now been approved by the Department of Ecology. Due to concerns of a high ground water table and prolonged soil saturation effecting the plantings, the proposal is to return the triangle area to a grass condition similar to the way it was before the project keeping the berm areas adjacent to the creek as the project mitigation area. Buckley Nursery has provided a quote for the re-plant work and two years of invasive weed control. The re-plant work will occur this fall.

Transportation Gateway Projects

S 216th Street Segment 3: 11th Avenue S to 20th Avenue S

Staff completed preliminary design including environmental review and finalization of a Right-of-Way plan. Staff sent notices to all owners illustrating impacts of the project and how the improvements will align and mesh with their properties. A Right-of-Entry and temporary construction licenses were requested. Following a public open house in June, 2017, a drop-in session was held on December 11th inviting property owners to meet with City’s special project manager, KPG project engineer and the Right-of-Way agent. Issues raised during the session focused on how to match improvements with adjoining properties and no objections to the project have been noted.

A recommendation was prepared for the Council to adopt the Right-of-Way plan and authorize consultant support to proceed with property acquisition (approved on January 11, 2018). Upon execution of agreements with utilities to underground overhead wiring and acquisition need right-of-way, the project is expected to go to bid in November, 2018 with a request for Council to authorize construction in 2019. The project will complete the missing link of improvements between SR99 and Marine View Drive including, but not limited to continuous curbs, gutter and sidewalks; a three lane roadway with bicycle lanes, a dual left turn lane and with planter strips and medians in select locations; underground utilities, storm drainage improvements and crosswalks marked with rectangular rapid flashing beacons.

24th Avenue South Improvements (Kent-Des Moines Road to S 223rd Street)

The City has evaluated the 24th Ave S roadway corridor from Kent-Des Moines Road to S 223rd Street and has determined that full roadway improvements maximizes investments with potential strategic grant partners. In the fall of 2018, the City will apply for a Transportation Improvement Board (TIB) grant with the State of Washington in efforts to complete the first phase of the corridor from Kent-Des Moines Rd to S 223rd Street. Subsequent phases of work from S 223rd Street to S 216th Street will occur following initial phase completion. An additional project partner will be the City's Surface Water Utility to upgrade facilities within the project limit.

Project elements will focus on narrow vehicle travel lanes for traffic calming, installation of bike lanes, ADA sidewalks, and enhanced pedestrian crosswalks adjacent to the public schools to promote non-motorized opportunity. Roadside ditches will be filled and storm water focused to an underground conveyance system. Finally, illumination will be designed to meet City standards.

Pavement Management Program

South 223rd Street – Pavement Rehabilitation Project

The City and Scarsella Bros., Inc. continue to make progress towards completion of the project with a team goal to complete all paving activities prior to the start of the 18-19 public school academic year.

Roadway resurfacing will be completed from Marine View Drive to 24th Ave S. As part of the pavement work, highline water district will be replacing their water main from approximately 16th Ave S to 24th Ave S.



Barnes Creek/Kent-Des Moines Road Culvert Replacement Project

Council approved a Task Assignment with TetraTech Engineers to prepare the project design for replacing the dilapidated culvert located below Kent-Des Moines Road at approximately 13th Avenue. The project design has been placed on hold pending a meeting with WSDOT on the schedule for replacement of this culvert. This culvert is one of several hundred culverts that are required to be replaced by WSDOT by March 29, 2030 in accordance to an injunction of a U.S. District Court ruling that state-owned barrier culverts under roads are a violation of Tribal Treaty Rights. The state has now appealed the case to the U.S. Supreme Court. While this culvert is not on WSDOT's current replacement list through the 2019-2021 biennium, WSDOT concurs with the 2015 condition/fish assessment report made by TetraTech. Staff met with WSDOT to discuss the schedule and potential partnership for the replacement of this culvert. Both parties agreed that the culvert should be replaced and WSDOT has proposed a 50/50 cost split for the project. A Local Agency Agreement for the project design and permitting is scheduled for Council approval for the April 12 meeting. If approved, design work will start this year with construction anticipated in 2020.

Deepdene Plat Outfall Replacement

Following heavy rains early this year a landslide developed at the 260th storm outfall to Puget Sound. City crews made a repair to the outfall and engineering staff will be monitoring the

temporary work until the pipe is permanently replaced. Staff has also met with the adjacent property owners to determine if there is any interest in partnering in a pipe repair/slope stabilization project. HWA GeoSciences was hired to re-evaluate the outfall area. In response to the recommendations from the report, City maintenance crews extended the temporary outfall pipe to the beach. While no interest from the community has been expressed for doing a joint project, the property owners has agreed to cooperate in providing access the site to allow the City to replace its pipe. TetraTech has been assigned the design of this project through a task assignment. The survey of the top of the bluff and the roadway on Marine view Dr S has been completed. Construction will most likely take place in the summer of 2019 after obtaining the required permits for the project.



Barnes Creek Trail

The City and consultant, KPG, are continuing efforts to complete 85% design and NEPA permitting for the Barnes Creek Trail. Additionally, this project has been broken down into three distinct phases within the City's Transportation Improvement Plan (TIP). This will help the project move forward with future phases of work such as construction, position each project for competitive grants, aid development coordination with adjacent properties, and allow for logical project termini. The City is also coordinating design efforts with the South 216th Street – Segment 3 project near the intersection of 18th Ave S & S 216th Street to ensure proper trail crossing. It is anticipated that the South Trail Segment will be pursued for construction first.

The City has submitted for a PSRC FHWA grant and has been informed that an award in the amount of \$519,000 has been made to complete the ROW acquisition required for the entire project. This grant funded work is scheduled to take place and be completed in 2021.

PROJECT SEQUENCING MAP



ADA Transition Plan

Continuing efforts to develop an Americans with Disabilities Act Transition Plan to ensure equal access to public programs, services, and facilities, the City has conducted a public open house, initiated an online survey, field surveyed sidewalks, and developed an outline for the final Transition Plan document. Evaluation of City programs, services, and buildings have occurred and a draft Transition Plan is expected to be complete late 2018. The plan will ultimately document ADA deficiencies and identify strategic actions moving forward to mitigate these issues.



South 251st Street Landslide

The construction of the permanent S 251st Stormwater Outfall has been awarded to Road Construction North West. The majority of the project scope has been completed and the new outfall has been installed. Currently the project is in suspension until the required restoration plantings can be installed in the fall planting window.

The project has permanently stabilized the slope and replaced the temporary outfall. The permanent design included removing the temporary outfall pipe, the construction of an outfall energy dissipater from quarry rocks, the installation of a new outfall pipe with quarry spall bedding, and placement of quarry spall for slope protection.



Des Moines Street Standards

The City is currently updating its street standards and expects to be complete early 2018. The existing street standards were approved in 1996 and are in need of a substantial update. Staff will be working with a consultant, Parametrix, to make needed changes to a number of items within the street standards including: policy updates, code updates, standards related to Low Impact Development, and standard details.



Picnic Shelter/Restroom Rehabilitation

Argosy Construction began work in October 2016 on this project. The project is physically complete, and has been reopened to the public for use. We are working on project closeout.



Parkside Park Renovation

The design scope of work by consultant (The LA Studio LLC) is being modified slightly to reduce construction costs. We advertised for bids again in March 2017. Work will begin in August when the ground has dried up, and will be completed by the end of November 2017. Working with Ecology on contaminated soils remediation.

Field House Tennis Court

This project was placed on hold in 2016, and is scheduled to be completed during 2017.

Special Projects

Sound Transit FWLE Project

Staff continued to work with Sound Transit on the 30% design submittal. Staff attended a coordination meeting with Sound Transit and Highline College to discuss improvements to South 236th Lane. Staff also attended a meeting with the City of Kent to discuss design alternatives for Pacific Highway South, and the timing of those improvements with pending development – i.e. Highline Place. Staff is currently working with Sound Transit staff on the development of a draft

term sheet that will outline project achievements to date, and layout our work program for 2018 as we move towards the creation of a development agreement with Sound Transit.

Metro Community Connections Pilot Project

The City partnered with King County Metro (Metro) to provide public transportation between the downtown Marina District, Des Moines Creek Business Park and the Angle Lake Station. Metro selected the City for implementation of a pilot project that will employ alternative, flexible service that will improve connections between these local activity centers and the region. A stakeholders group of major employers was formed, a needs assessment was conducted and the results were presented at the June 27th meeting hosted by Wesley Homes. A Four major areas of need were identified: provide connections to regional transit system, provide options for those who do not or will not use cars, provide flexible and safe options for employees who work off hours; facilitate getting around during the work day without own car.

The first element of the plan, implementation of a shuttle between the Angle Lake Station and downtown Des Moines was announced at the Gateway Celebration on October 17, 2017. Soft launch of peak period service was scheduled for January 29, 2018.



SR 509 – Puget Sound Gateway Project

Staff attended several steering committee meetings on the project, and discussed WSDOT's travel demand modeling, assumptions and details. In addition, there was discussion of the performance targets and metrics, and how WSDOT would be approaching and evaluating various design options. Staff will attend the executive committee meeting in October, where both the SR-509 and SR-167 projects will be discussed in relation to the overall project budget.

24th Avenue South – Mid-block Crosswalk

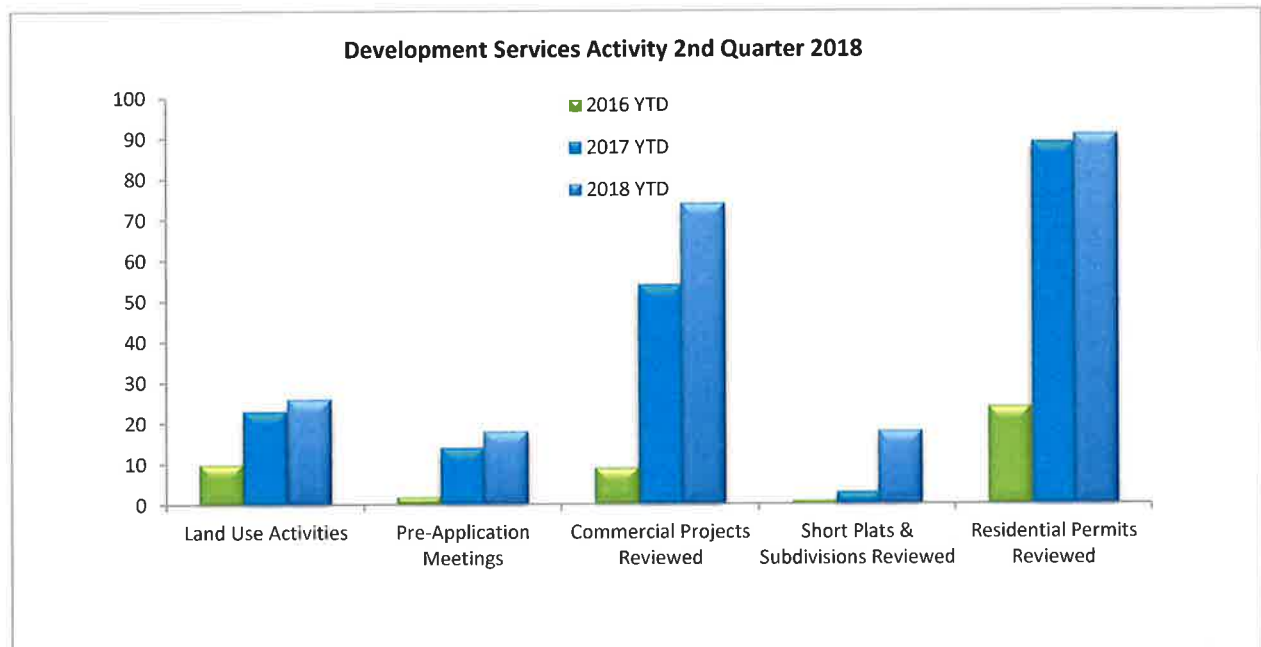
In partnership with King County Metro, a mid-block crosswalk will be installed on 24th Ave S between S 216th Street and S 208th Street. This crosswalk will serve adjacent north and southbound bus stops and utilize rectangular rapid flashing beacons (RRFBs) to increase pedestrian safety.

Community Development

Planning, Building, and Development Services Division

As shown in the chart below, commercial and residential project reviews are at exceptional levels. In the second Quarter of 2018, the Planning Division completed 81 project reviews of which 36 were commercial, 43 were residential and 2 were short plats. In addition, the Department held 10 pre-application meetings and received 15 new submittals.

For more details on specific land use projects, see **Attachment 1** at the end of this report.



Planning Projects

2018 Comprehensive Plan Amendments: The 2018 amendments to the Comprehensive Plan and Preferred Land Use map will be considered by Council in early October 2018. Proposed amendments include adding updated references to the capital facility plans for utility districts and school districts and amending the Preferred Land Use map to add Van Gaskin Park and Mary Gay Park. In addition the City received a request to change the preferred land use for parcels (PIN 0822049163, 0822049013, 0822049093, 0822049122, 0822049080, 0822049118, 0822049186, 0822049187, 0822049011, 0822049012, 0822049166, and 0822049161) located along S. 216th Street from T-Townhome and SF-Single Family to MF-Multifamily in conjunction with a requested rezone filed under LUA2018-0027.

Shoreline Master Program Periodic Review: A periodic review of the Shoreline Master Program (SMP) is required pursuant to State law (Chapter 90.58 RCW and Chapter 173-26 WAC). Staff has developed a scope of work and schedule to complete the review and update of the SMP. Staff prepared application for acceptance of grant monies. Provided briefing to the City Council Environment Committee and Economic Development Committee in April. Consultant AHBL was selected to help implement public participation plan and provide peer review. Staff update City Council on 7/26/18.

Highline College Community-Centered Urban Agriculture: Highline College is partnering with the City of Des Moines to identify and increase the amount of farmable land for use by the College and the community in order to improve local food security, improve land use, and to provide a venue to educate and develop new farmers. Staff is supporting this effort through a feasibility analysis to identify environmental/permitting requirements for establishing urban agriculture programs at Sonju Park, Parkside Park and Mary Gay Park. Working with consultant Grette Associates on a scope of work and budget to conduct site reconnaissance and establish wetland and stream buffers and disturbance limits.

Sound Transit Federal Way Link Extension: Staff continues to meet regularly with the Sound Transit team related to the permitting process, development and transit way agreements, and code requirements.

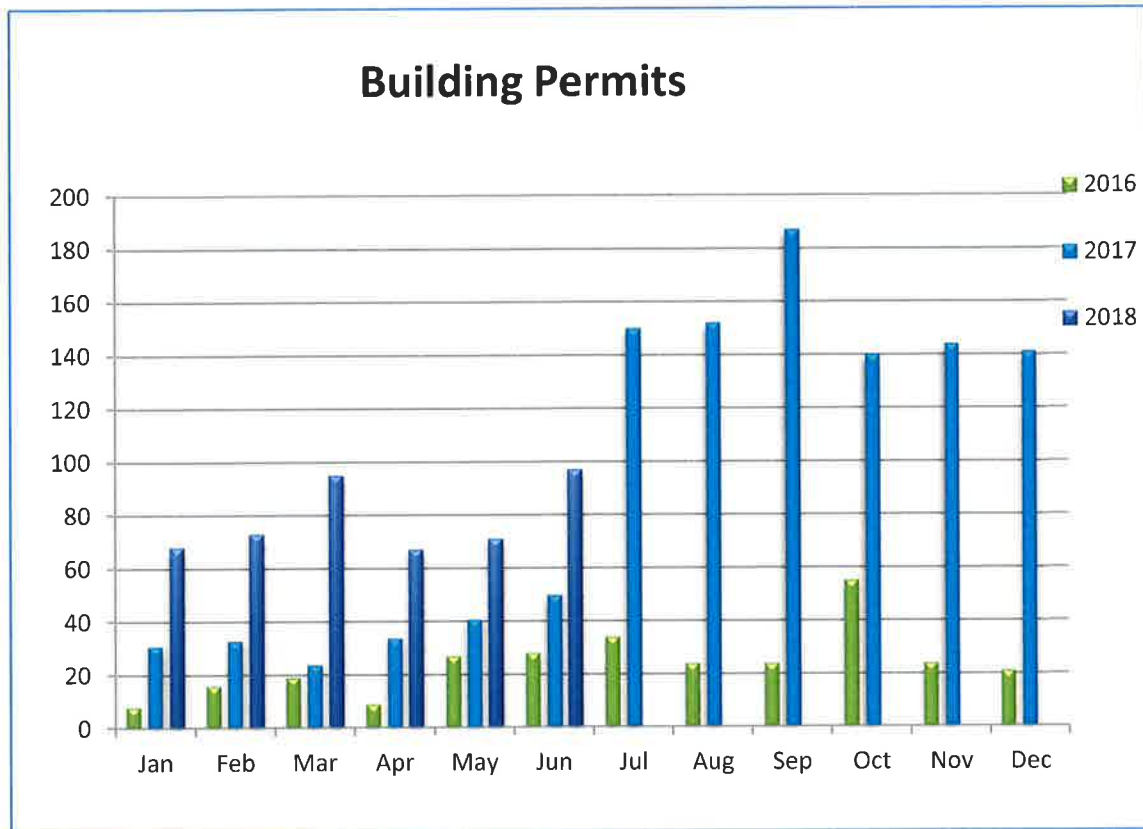
Sustainable Airport Master Plan: Community Development staff continue to monitor planning work and began participation in the scoping process with the City Managers and Environmental Officials from neighboring cities in a collaborative response to the environmental review of the Sustainable Airport Master Plan. Additionally, staff provided support for the City's Aviation Advisory Committee.

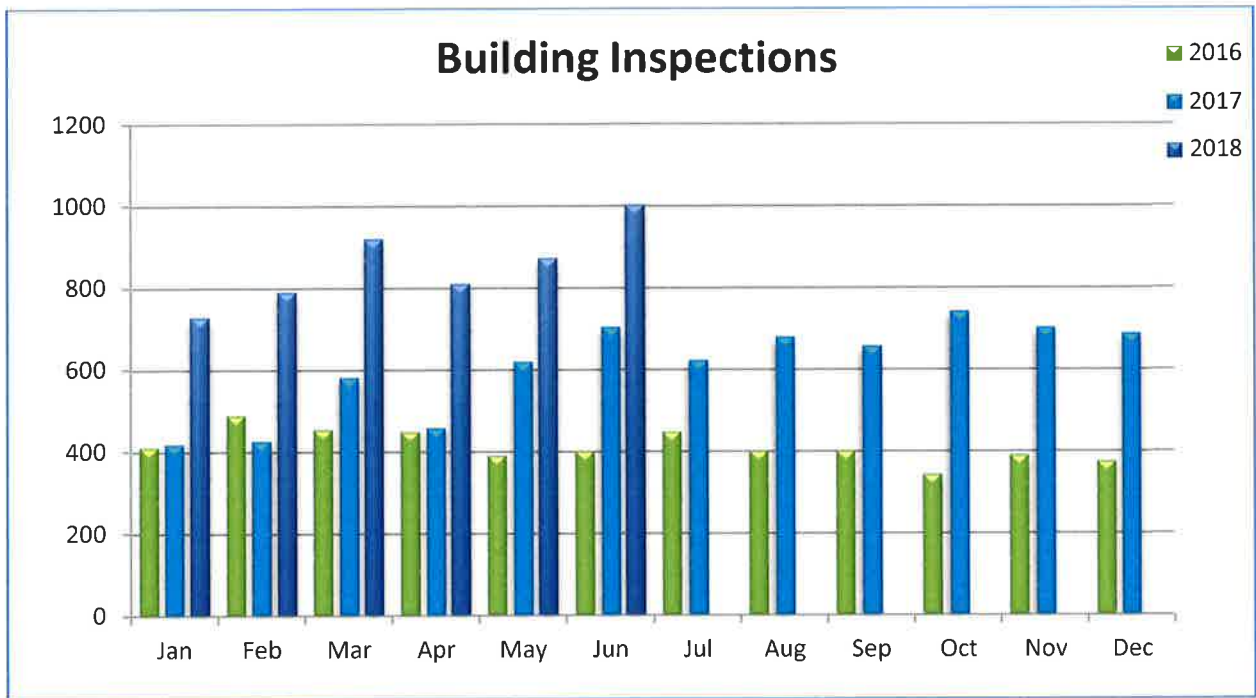
Institutional Campus (I-C) zoning changes: Staff continued working on potential code amendments for the I-C zone. Input has been obtained from Wesley, Judson Park, and Highline College, as well as the Landmark on the Sound purchaser. Discussion on these potential code amendments were held with the Council Economic Development Committee on April 26, May 24, and June 28, 2018. SEPA expected to be issued in July and public hearing scheduled for 8/23/18.

Port Noise Program: Staff from both Building and Planning met with Port staff and their consultants related to permitting for a new residential noise mitigation program in April.

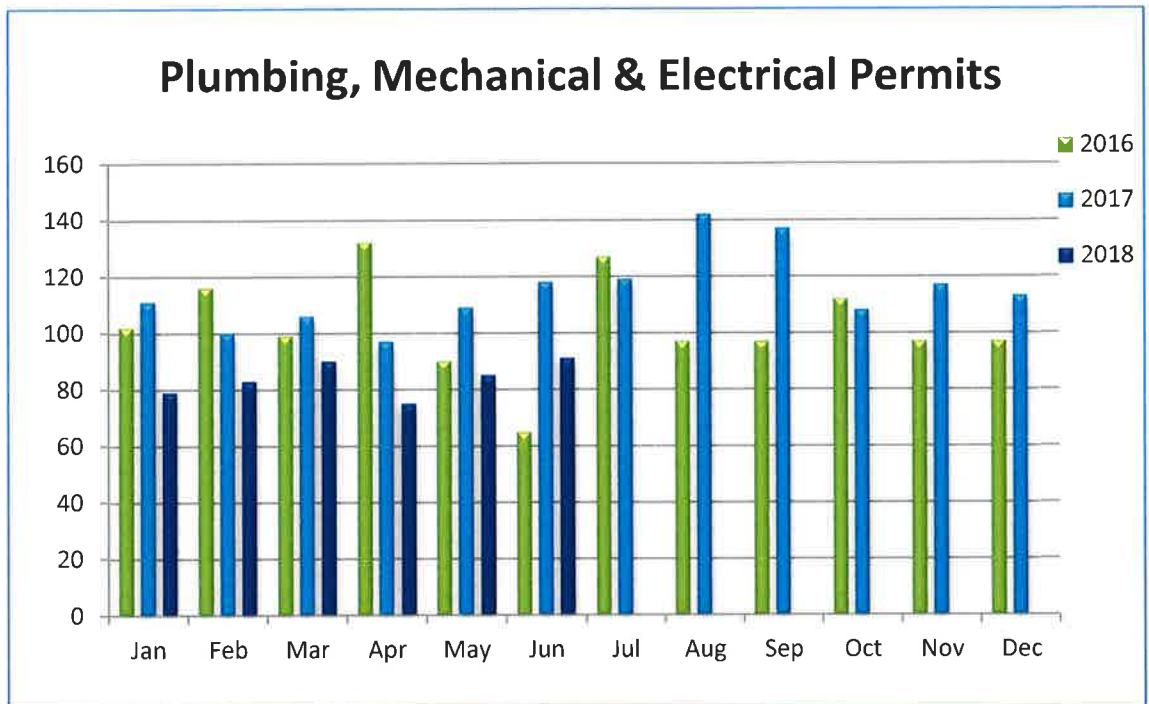
Building Division

As shown in the following charts, building related activity is trending and rising as expected.





- In the second Quarter of 2018, the Building Division issued 478 permits: 231 Building permits and 252 Electrical, Mechanical and Plumbing permits. The PBPW Department received



\$1,156,941 in revenue and processed \$1,695,149 in total City receipts. Building Division's portion of PBPW revenues for this period was 51.6% (\$596,968), the Planning Division's portion was 11.6% (\$133,945), and the Engineering Division's portion was 36.8% (\$426,027). The total construction valuation for this quarter was \$75,356,711.

- For the second quarter of 2018, some interesting statistics were:
 - There were 688 applications submitted and processed, including building permits, land use activity permits, fire permits, and business license applications.

- Total revenue for permits and business licenses - \$1,498,024.
- There were 701 plan reviews conducted with comments
- There were 2,687 field inspections conducted
- During the 2nd Quarter of 2018 Permit Staff issued 197 online permits out of a total of 478 BLD permits issued (Building, Electrical, Mechanical and Plumbing). The online permits are limited to residential permits that do not require review. There were 216 total non-plan review permits (over-the counter and online combined) issued in the 2nd Quarter of 2018.
- Total Public Records Requests were reported in a chart earlier in this report. Some of those records requests are processed by the Building Division, in assistance to the City Clerk. During the 2nd quarter of 2018, Building Division staff received 18 new public records requests in addition to 2 cases open from earlier and spent 84 hours to provide service. 17 cases were closed during the quarter and 3 are still active.
- Our permitting software, PermitTrax, allowed us to begin receiving and issuing online permits in September 2013. Online permits take about the same amount of time to process as Over-the-Counter permits that are presented in person. But permitting staff can organize their work more effectively by choosing when they will process the permits without applicants waiting at the counter for them.

Building Construction Highlights:

Des Moines Creek Business Park: Phase 4 (21202 24th Ave S BLDG A & 21402 24th Ave S BLDG B):

Phase IV of the Business Park consists of two warehouse buildings. Bartell's is now occupying the entire 4-A building. Three separate tenants will occupy Building 4-B. The Bartell's building is nearing completion and is operating under a Temporary Certificate of Occupancy. Building 4-B is well into construction with two tenant improvement permits issued for the north and south sections of the building. Various elements of the grounds and exterior of both buildings are working towards completion.

The Waterview Crossing Project:

The Waterview crossing project, located at 21800 Pacific Highway S, consists of a new, nine-building, mixed use development. Land clearing and grading, road and utility work, construction of the storm water pond, and three of the nine buildings are well underway. The picture below represents a couple of different elevations of the project, as well as the sizable structures that are under construction.



Wesley Homes Project: The Wesley Gardens property, located to the west of City Hall at 815 S 216th, is under construction as the second part of the first phase of this 5-year facility replacement project, the 32-unit “Brownstone”, just received an occupancy approval. Construction on that borders S 219th is moving at a fast pace. That structure is shown in the picture below (as a note, the landscaping has not yet been installed due to the current weather conditions). Phase two of the Wesley Gardens project, a 53 million dollar “main building” section will begin in September.



Highline Place, 23609 Pacific Highway South:

This project is now well underway and is continuing at a relatively rapid pace. Charter Construction is working on all elements of the interior, along with the exterior envelope, as is represented in the picture below.



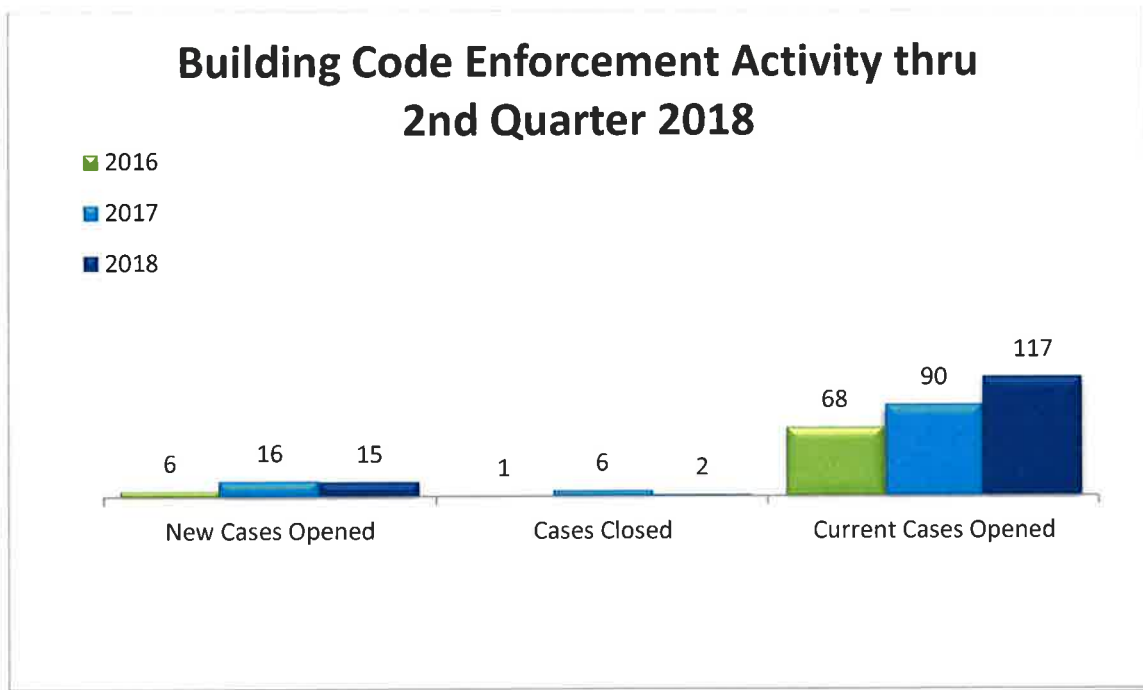
Highline View Estates, S 240th:

This 24 unit Single Family Residential project is progressing at a steady pace. Homes continue to be completed at a rate of one to two units per month. All single home permits for this subdivision have now been issued.



Building Code Enforcement

The graph below represents the Building Division's Code Enforcement activity. Activity continues to be brisk at numerous locations in the City.



Engineering Services Division

Traffic Engineering and Operations

Street Lighting

City staff continue efforts to address citizen street light concerns. If there are public requests for street light installations, please contact the Engineering Services Department for additional information.

Traffic Calming

The City has concluded approximately 30 speed studies City-wide and approximately 10 location have been identified for permanent or temporary vehicle speed radar feedback signs. City staff are currently evaluating multiple radar feedback products, obtaining cost estimates and anticipate to obtain a few temporary signs as well as complete 4-6 permanent sign installation by the end of the year.



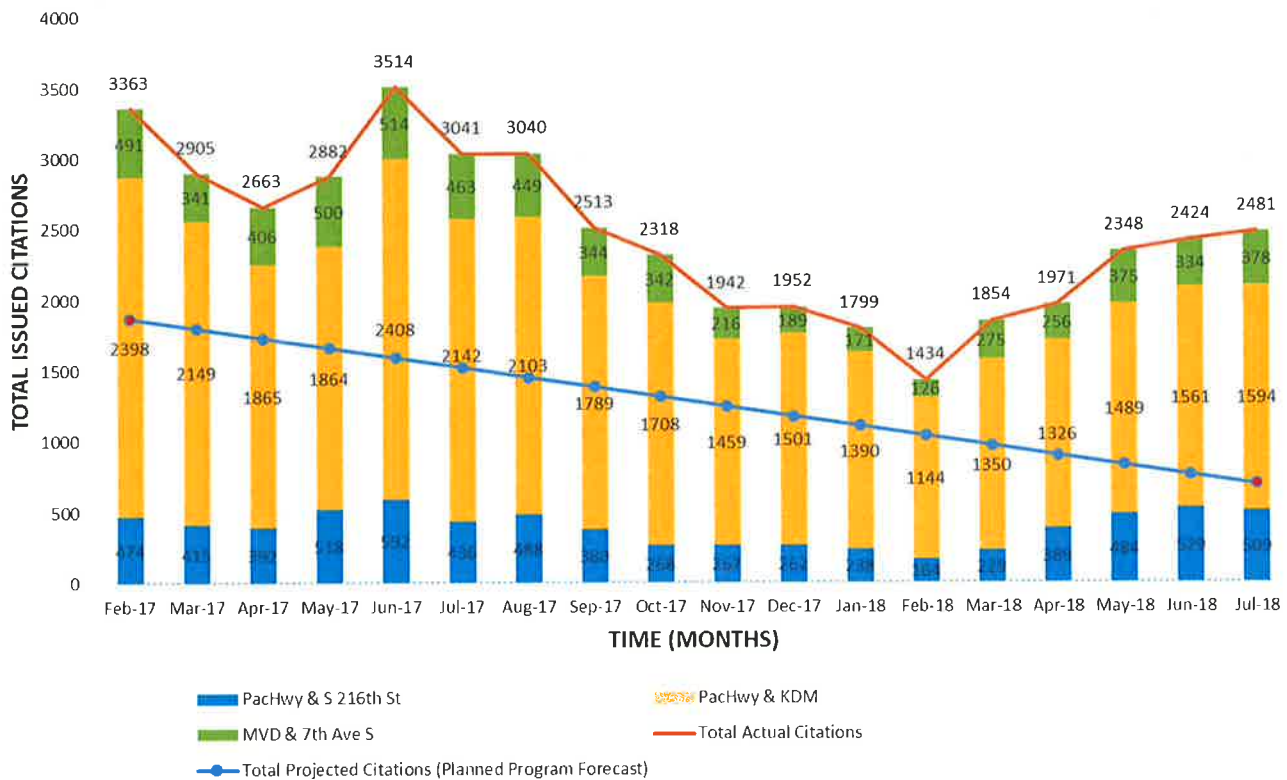
Red Light Running Automated Enforcement

The Automated Red Light Running Enforcement program was approved by the City Council on April 7, 2016. In the action, the City Council directed staff to enter into a contract with ATS (vendor) to install six locations for enforcement. The primary purpose is to increase vehicle stopping compliance at intersections in an effort to improve safety. While visible flashes from the cameras occur frequently, a commissioned Des Moines Police Officer reviews video for potential infraction before a citation is issued. Those six locations are:

- Southbound and Eastbound at SR-99 (Pac Hwy)/South 216th Street
- Southbound and Westbound at SR-99 (Pac Hwy)/SR-516 (KDM)
- Northbound and Southbound at SR-509 (MVD)/7th Place South/South 216th Street

These six locations were chosen from a group of twenty-one potential locations in partnership with ATS. It was anticipated that these six chosen locations would generate approximately 12,500 violations per year or about 1,042 per month. This 1,042 per month figure assumed an initial tickets/month at the start of the program of around 2,084 per month and slowly tapering to the 1,042 amount after 18 months as drivers in the area modified their behavior. This 10 month trend line was provided to the City as the historical trends seen by ATS in other installations throughout the nation. The graph shows the actual monthly citations issued at each intersection

and the total number of actual citations will be tracked over time against the anticipated trend line to evaluate the traffic behavior curve specifically for Des Moines.



So where does the money raised by the fines go? The City created the Red Light Camera Program under ordinance which mandates that 100% of all revenues be spent for public safety purposes, DMMC 10.40.070.

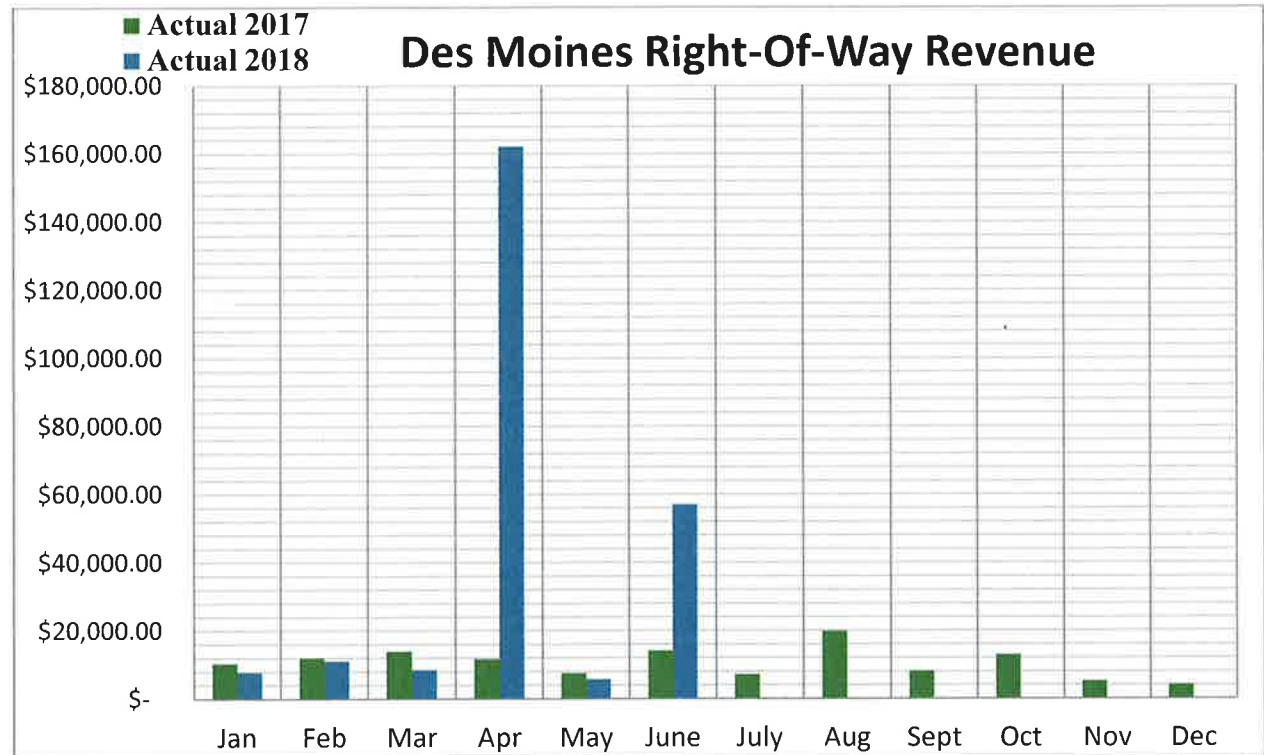
For further information, please see the Traffic Camera Program on the City's website.

School Safety

The revenues and trends for the Automated Speed Enforcement Systems on 24th Avenue S in front of Midway Elementary School and Pacific Middle School, in addition to Woodmont Elementary School located on 16th Avenue S have normalized and we have discontinued reporting on them. Staff will continue to closely monitor the infraction trends in both of these locations.

Civil Engineering Services

- Right-of-Way Use Permits and Inspections: One Hundred Forty Three (143) Right-of-Way permits were processed by the end of the 2nd Quarter with \$252,798.52 in fees.



Right-of-Way Coordination Activities:

Ongoing projects in the right-of-way are Pacific Heights, Highline View Estates, Water View Crossing, Crestwood Park and various utility projects.

Citizen Correspondence and Interaction:

Staff received the following requests from citizens in the 1st Quarter of 2018:

2018	1 st Quarter	2 nd Quarter	3 rd Quarter	4 th Quarter
Signs/Traffic Operations	10	15		
Vegetation/Tree Concerns	15	20		
Pot Holes/Roadway Surface/Clean up	10	23		
Traffic Calming	5	10		
Transportation Benefit District	25	10		
Misc. (garbage, animals, catch basins, sidewalks, etc.)	10	17		

Multi-Year On-Call Consultant – Task Order Tracking:

Following is a summary of the On-Call Engineering Services task order assignments for 2018 through 2019:

Consultant	Task Number	Description	Amount
AMEC			
BergerABAM			
Exeltech			
HWA Geo.	1	DMCBP Phase 3 – Retaining Wall Assessment	\$8,863.00
KPFF			
KPG	1	216 th Gateway Seg 3 – ROW Acquisition	\$78,157.58
	2	S 251 st Storm Outfall – Bid Services	\$5,583.47
	2A	S 251 st Storm Outfall – CM Services	\$51,524.14
Parametrix	2018-2	LUA2018-0024 Gary Property Slope Stabilization	\$8,069.17
	2018-3	LUA2018-0026 Seattle Zephyr Slope Stabilization	\$7,530.22
Tetra Tech	1	Deepdene Plat Outfall Replacement – Design	\$125,487.00

Surface Water Management (SWM) Division

NPDES Permit Activity

The new Western Washington Phase II Municipal Storm Water Permit became effective on 8/1/13. The 2013 permit contains significant changes including increases in monitoring, inspection, and maintenance requirements; and the addition of low impact development requirements. The NPDES permit has been extended through 2019 and a draft of the next permit will be issued for comment in August. The most notable expected highlights of the new permit include the addition of business outreach inspections, mapping outfalls, and uniform spill response forms.

Public Education, Outreach, Involvement, and Participation

The City has continued its partnership with Environmental Coalition of South Seattle (ECOSS) to help educate, train, and deliver free spill kits to Des Moines businesses in 2018. In 2017 ECOSS visited 18 new businesses and completed many follow up to businesses they have visited in the past. “ECOSS” is a nonprofit organization that encourages urban redevelopment and a healthy environment by providing education, resources and technical assistance to diverse businesses and communities in the Puget Sound region (www.ecoss.org).

1,132 Highline 6th graders descended upon Des Moines Beach Park on June 13th & 14th of this year to participate in the first annual StormFest. StormFest, a two-day experiential, interactive, stormwater festival, was designed to teach Highline 6th graders about stormwater and watershed science as a fun, inquiry driven learning experience.



Funded by a Department of Ecology GROSS grant, StormFest is a coordinated effort between the municipalities in the Highline School District, including City of Burien, City of Des Moines, City of Normandy Park, City of SeaTac, and King County. Due to the highly diverse Highline population, the StormFest Committee made a dedicated effort to create inquiry based curriculum through an equity lens. All efforts were made to create an inclusive learning environment, including the provision of buses, interpreters, and translated materials. Planning is underway for the October Stormfest.

This spring, the City participated in the regional ***Puget Sound Starts Here*** TV commercial campaign. In past years, ***Puget Sound Starts Here*** month has been celebrated with the Mariner's Game; this commercial series would air in lieu of the game, in effort to increase awareness across a broader, larger audience. The commercial campaign offered jurisdictions an easy, efficient way to participate in PSSH Month, one with measurable outcomes based on reach and impressions. The series is comprised of three commercials, each targeting a different BMP: car leaks, pet waste, and garden chemicals.



Illicit Discharge Detection and Elimination (IDDE)



Residents are directed to call 206.870.6869 to report discharges or spills. Residents may also call the Police non-emergency number at 206.878.3301 during times that City Hall is closed. During the months of April, May, and June there were four spill responses to report, with a total of thirteen for the year.

Poverty Bay Shellfish Downgrade

Poverty Bay is currently under “conditional” restriction for shell fish harvesting. As required by state law, King County must create a shellfish protection program within 180 days (March 14, 2017) of the downgrade and implement the program within 60 days after it is established.

King County has finalized a proposed boundary for a shellfish protection district and legislation has been submitted to the County' Council for approval. Staff has continued to keep management and Des Moines Council up to date regarding the formation of the district and continues to attend technical committees hosted by King County.

Municipal Operations and Maintenance

The surface water crew has begun the 2018-2019 catch basin inspection cycle. The crews are using the new inspection method of using parent nodes. This method allows the crews to inspect 1 of every 4 basins. The other three basins are only inspected if the parent node fails. 1128 inspections have been completed so far.

Maintenance Yard(s) Storm Water Pollution Prevention Plan (SWPPP)

Staff continues to monitor both municipal storage yard sites to ensure proper use of best management practices. The facility improvement plan has also been approved by Council and KPFF has finalized the plan, cost estimate, and SWPPP plan.

Public Works & Parks Maintenance Division

Public Works & Parks General Information

The City of Des Moines is heading into a busy spring and early summer including mowing, spring sports, shoulder mowing and surface water projects



Streets Division

Signs: 81 signs were repaired/replaced/installed during the 2nd Quarter. Finished work from the fall inspections took up the rest of the time.

Streets: The Streets crew has been busy with continuation of street and pothole repairs, shoulder maintenance, grading of gravel roads and alleys. Shoulder mowing, sight distance issues. The crew has started work on the Way Finding sign project with completion scheduled for September.



Surface Water Management (SWM) Division

SWM continues to interview for the two open positions. The crew continues to work on the NPDES work and will complete the required flushing and inspections by mid-year. In the second quarter, the crew assisted a contractor with tank and vault cleaning. Other projects include the large pipe project on 5th Place S which included 300 feet of pipe and 3 basins. They have also completed 4 Pipe Program projects which was just re-instigated this summer. They have finished Pacific Highway basin inspections and cleaning. And, Patrick Hoffman, the newest member of the SWM crew received his commercial driver's license (CDL).



Parks Division

2nd Quarter Projects

2nd quarter projects include fertilizing, over seeding and deep tine aerating both the Fieldhouse, Underwood fields and Beach Park Meadow in addition to Des Moines Creek Trail work. Installed water line at Midway for the community garden and the farm Bot (automatic watering system). Installed Service Center irrigation and hydro-seeded new turf areas. Replaced wood on the picnic tables at Underwood with recycled plastic boards.



Facilities Division

Facilities work in the 2nd quarter included general building maintenance and repairs projects include repairs to the men's restroom in the south wing at City Hall and replacing the door to the City Manager's office. Joel VanDyk was hired for the split position and will be working in both the Facilities Division and Fleet Maintenance. The Facilities request process has been implemented where you fill out a request on line and it is now being tracked through the CityWorks system. Annual fire alarm testing was also completed.



Fleet Maintenance Division

There is only 1 FTE and 1 part time person in Fleet Maintenance that tends to all the City's vehicles and equipment. They perform routine maintenance on all City vehicles; prepares all old

vehicles for surplus and orders all new vehicles and equipment; installs any aftermarket products on vehicles and equipment; and provide CDL training to new employees.

2nd Quarter Projects

Performed 43 regular services on fleet vehicles during the 2nd Quarter. Continue to add additional lights on various maintenance vehicles. Prepping the old PD cars for surplus. Continuing CDL train with Mike D and Joel. CityWorks is being implementing into Fleet Management along with new repair request system similar to Facilities which will help track time and materials for all work being done.



2016 VEHICLE SURPLUS TRACKING (Council Resolution No. 16-015)				
NUMBER	DESCRIPTION	APPROXIMATE VALUE	SURPLUS DATE	SURPLUS VALUE
511	Tan 2005 Ford Taurus, License 38322, VIN#1FAHP53285A266009	\$1,000	12/13/2016	\$2,233.51
523	Blue 2008 Ford Crown Vic, License 47415D, VIN#2FAHP71V88X145999	\$1,500	12/13/2016	\$1,693.51
522	Blue 2011 Ford Crown Vic, License 52821D, VIN#1FABP7BV0BX182735	\$1,500	12/13/2016	\$2,683.51
530	Gray 2011 Ford Crown Vic, License 52137D, VIN#2FABP7BVXBX116581	\$2,000	12/13/2016	\$2,233.51
538	Blue 2011 Ford Crown Victoria, License 52135D, VIN#2FABP7BV8BX116580	\$2,000		
529	Blue 2007 Chevrolet Tahoe, License 541351D, VIN#1GNFK03087R354149	\$4,000	12/13/2016	\$7,622.55
516	Blue Dodge Caravan, License 45124D, VIN#1D8GP24E57BG195962	\$1,500	12/13/2016	\$4,472.55
P-200	Green 2653A John Deere Mower, VIN#TC2653D100590	\$2,500	June 4th	\$2,500
		TOTAL SURPLUS RECEIVED:		

Attachment 1

Land Use Activity Summary

Business License Recap

- There were a total of 228 new and renewed business licenses processed in the 2nd quarter of 2018, including 96 renewals and 132 new licenses, totaling \$21,595.00.

Minor Homes Repair Recap

- We were able to help seven households in the 2nd quarter of 2018. Some of the maintenance and repairs were gutter and roof cleaning with moss control applied, replacement of front porch hand rail, installation of security lighting, and replacement of non-functioning interior lighting, outlets, and bath fans. Examples of plumbing projects provided are replacement of a hot water tank, and several toilets, faucets, and sinks. There are projects pending for three families, and two on a waiting list.

Business License Reviews/Updates

- BUS2017-00112; Herc Rentals Outdoor Storage, 22868 Pacific Highway S: Applicant completed the submittal of a Master Development Application and Design Review on October 19, 2017. Planning approved design review and associated landscaping and parking on 12/14/17.

Commercial Scale Projects Pending Review/Approval

- LUA2018-0027, South 216th Street Comprehensive Plan Map Amendment and Rezone, Parcels (PIN 0822049163, 0822049013, 0822049093, 0822049122, 0822049080, 0822049118, 0822049186, 0822049187, 0822049011, 0822049012, 0822049166, and 0822049161): Application requesting to change the Comprehensive Plan's Preferred Land Use for parcels (PIN 0822049163, 0822049013, 0822049093, 0822049122, 0822049080, 0822049118, 0822049186, 0822049187, 0822049011, 0822049012, 0822049166, and 0822049161) from T-Townhome and SF-Single Family to MF-Multifamily, and to change the zoning from RA-3,600 Residential: Attached Townhouse and Duplex and RS8,400 Residential: Single Family 8,400 to RM2,400 Residential: Multifamily 2,400.
- LUA2018-0019, Landmark on the Sound Zoning Reclassification, 23660 Marine View Drive South, Des Moines WA; Parcel # 1722049023: Application requesting to rezone the Landmark property from RM-900B Restricted Services zone to I-C Institutional Campus zone. A SEPA notice to be issued in August with a public hearing later in September.
- Wesley Homes (Phases 2), 815 S 216th Street, LUA2018-0013: Application for design review (including traffic study per SEPA conditions) for central building submitted 4/13/18 and routed for review. Comments sent 5/24/18 and 5/31/18. Revisions to design and civil plans pending.
- Herc Rentals, LUA 2017-0043: Application for design review received 10/19/17 and approved on 12/14/17. Application for grading permit and landscaping received 3/7/18 and routed for review. Approved 5/18/18 and construction is underway. Inspections pending.

- Zenith Elementary School, LUA2017-0047: 86,000 SF elementary school. Design Review and Environmentally Critical Areas reviews submitted 11/17/17 and routed for review. Review comments sent on 1/23/18. Building Permit application submitted 1/25/18. Met with applicant on 3/29/18 to discuss lot line adjustment. Grading and building reviews in process. Design Review and Critical Area decisions issued 5/2/18. Design revisions submitted 6/27/18.
- Redondo Square 16th Avenue S Access, LUA2017-0008: Grading permit for new access off of 16th Avenue S. A performance bond will need to be posted prior to issuance. Surface Water Management requires additional information related to the rain garden. PA Engineering working with SWM. New engineer working on geotechnical analysis. Staff met with applicant to discuss rain garden.
- Wally's Storage Addition, 22531 Marine View Dr, BLD2015-1328: Building permit application submitted on 11/30/15. Master Development Application received on 12/22/15 without any of the submittal items requested. Business owner of Wally's took over as project contact and was made aware of the design review requirements on 1/6/16. Applicant was contacted in November 2017 and intends to move forward on project. Building to send out permit expiration notice.
- WaterView Crossing (DEVCO), Pacific Highway S and S 220th Street, LUA2015-0013: Civil plan revisions approved 3/26/18. Sent applicant e-mail requesting information regarding use of adjacent parcel (Parcel #2156400269) for job site/parking and permit requirements. Working with applicant on minor design review related to temporary job site and staging area on the adjacent parcel.
- Thind/Comfort Inn, 2628 S 222nd Street, BLD2017-0522 & LUA2015-0060: 89,596 SF hotel complex with 158 guest rooms on a lot of 23,698 SF. Design Review Determination issued 9/19/16. Building permit application submitted on 4/26/17. Planning noted design changes related to relocation of detention/infiltration facility to west side of building. Review comments sent to applicant on 05/22/17. Proposed detention on west side requires structural review for west wall. Applicant coordinating with PSE regarding setback requirements from high voltage transmission lines.

Subdivisions Pending Review/Approval

- Blueberry Lane II Short Plat, LUA2017-0029: Application for a three lot short plat submitted on 7/27/17. SEPA noticed on 9/22/17. Received comments from the Port of Seattle and issued a revised DNS. Issued Preliminary Plat approval on 4/20/18. Civil submittal pending.
- Breckenridge 7 lot Short Plat, 25316 22nd Ave S, 7/16/15, LUA2015-0039: Seven lot short plat with a cul-de-sac. Preliminary plat approval issued 7/22/16. Civil plans approved on 2/8/18. Issuance pending posting of bond. Applicant expects to move forward this spring. Property has been listed for sale, staff to contact owner.
- Casey Short Plat, 10th Avenue S/S226th Street, LUA2016-0038: Application submitted on 9/9/16. Application put on hold on 11/15/16 due to street improvement requirements. Staff provided comments on 2/25/17. Resubmittal received 9/15/17 and routed. Notice provided 10/28/17. Comments sent 11/21/17. Resubmittal received 1/31/18. Comments sent 2/28/18.
- Wang Short Plat, 23206 Marine View Dr. S, LUA2016-0048: Application for 4 lot short plat submitted on 12/09/2016. NOCA provided on 12/27/16. Noticing instructions sent on

1/10/17. Notice of application on 6/8/17. Comments sent 6/26/17. Contacted surveyor in June 2018 and applicant is planning to submit revised plans.

- Luzee Short Plat, LUA2017-0014: Notice of application 5/11/17. Comments sent 6/6/17. Resubmittal received 8/31/17 and routed. Preliminary short plat approved 11/3/17. Civil review submitted 2/12/18 and comments sent 4/13/18. Applicant request for 6-month extension to address Corps issues granted on 5/2/18. Waiting for Corps approval.
- Akinlosotu Short Plat, LUA2017-0019: Notice of application 6/29/17. Comments sent 9/5/17. Revisions submitted on 12/4/17 and routed. Comments sent 01/17/18. Resubmittal received on 2/22/18 and routed for review. Preliminary Short Plat approved 4/2/18. Civil plans submitted 5/18/18 and reviews in process.
- Swigart Short Plat, LUA2017-0041: Plans routed on 11/6/17 and NOA provided on 12/14/17. Public comment period extended to 1/8/18 per adjacent property owner request and DMMC. Meeting with Applicant held on 1/24/18 to discuss review comments. Revisions submitted on 4/18/18 and routed for review. Review comments sent 5/31/18.

Land Division Requests with Approvals, Pending Construction

- Crestwood Park, 62 lot PUD, 27425 16th Avenue South, LUA06-056: Preliminary Plat expires 12/6/17. Council approved one-year extension on 11/30/17. Minor Deviation approved on 12/13/17. Resubmittal of civil/grading plan revisions pending. Met with Applicant on 4/12/18 to discuss S. 272nd Street frontage improvements and Tract D. Civil/grading plans approved and issued on 5/30/18. Pre-construction meeting held on 6/14/18. Working with applicant on Lakehaven access tract and transfer of property via final plat.
- Pacific Heights PUD, 64 lot PUD, 15xx S 279th Place, 6/1/11, LUA2012-0001: On 1/7/13, civil plans were conditionally approved by City staff. Grading permit issued and Pre-construction meeting held on 7/5/17. Site clearing and grading is underway. Minor deviation request approved 3/16/18. Application for storm drainage, driveway and street lighting submitted on 1/2/18 and routed for review. Building comments on wall permits sent on 2/6/18. Met with applicant on 2/27/18 to discuss permitting. Civil revision #4 submitted on 2/28/18 and routed for review and approved on 4/5/18. ROW staff coordinating issues with soldier pile wall. Finance will add GL code for any fee collection for Federal Way. Met on 6/13/18 to discuss outstanding permitting issues, permit processing, addressing, design review, and impact fees. Design review submitted on 6/27/18 and review comments sent.

Lot Line Adjustment

- Highline Place Lot Line Adjustment, LUA2018-0003: Application submitted on 2/20/18. NOCA sent on 2/27/18 and documents routed for review. Comments sent 4/25/18. Met with applicant on 4/26/18 to discuss issues with LLA. Resubmittal pending.
- Hertog, LLA, LUA2018-0016: Application submitted on 4/20/18. NOCA sent on 5/23/18. Review comments sent on 5/25/18. Revisions and additional fees pending.

Residential Pending Review/Approval

- Alavi Apartments, LUA2018-0011, 21631 31st Ave S: Application for design review received 3/20/18 and routed for review. Comments sent and resubmittal pending.

- Aiwekhoe Multi-Family Development, 24407 26th Place South, Des Moines, WA
LUA2017-0050: Design Review application received on 12/12/17. NOIA sent on 12/19/17. Review comments sent in 3/2018. Resubmittal pending. SWM has issues with drainage and unpermitted work on parking pad. Staff sent e-mail to applicant regarding outstanding items.
- Victor V, BLD2017-0777: Applicant submitted response to September 2017 comments. Potential critical area review. Coordinating with applicant regarding unpermitted grading, drainage requirements and critical area review.
- Miller, BLD2016-0380: New SFR received on 4/7/16. A second set of review comments were sent to the applicant on 5/27/16. Third comment letter sent on 6/2/16. Planning approved on 12/07/17. Permit is pending approval by Building. Grading permit application submitted on 12/5/17 and routed for review. Contractor exceeded clearing limits and drainage issues with neighboring property. Planning approved 6/26/18.
- Blueberry Lane reviews: Single family reviews ongoing. Five SFRs approved 6/26/18 with one additional review pending and six new permits in for review.

Shoreline and Critical Area Projects Pending Review/Approval

- Terry Residence Shoreline Review, LUA2018-0009/BLD2018-0262: Application submitted for a shoreline exemption. Review comments sent 6/22/18.
- Bay Shore Condos, LUA2018-0006: Application for design review and shoreline substantial development permit submitted on 3/5/18. Notice of SSDP Application sent on 6/14/18 and comment period ends 7/16/18. Comments regarding view impacts were received.
- Weaver Critical Area Review, SEPA Review, and Variance applications (LUA2017-0040): Application received 10/12/17 and routed. NOCA sent 10/27/17. Review comments sent on 12/19/17. Revisions submitted on 12/29/17. Grette submitted review memo on 1/11/18. Comments sent on 2/5/18. Revisions submitted on 2/20/18. Comments sent 3/18/18. Resubmittals received on 4/12/18 and routed for review. Additional information requested on 5/9/18 and submitted on 5/11/18. Public hearing noticed on 5/17/18 and public hearing held on 6/5/18. Hearing Examiner approved on 6/26/18 with appeal period lapsing on 7/5/18.
- Williams Property Slope Erosion Control and Stabilization, LUA2017-0031: Application submitted on 9/6/17. NOICA sent on 9/13/17. Resubmittal received 10/20/17 and routed. Issued ECA Development Exception, Shoreline Exemption and SEPA Exemption on 11/17/17. Waiting for Applicant to execute access agreement with the City. Sent e-mail to applicant on 1/23/18 asking for update on construction schedule. SWM planning site visit to check on landslide area. Final inspections by Planning pending.
- Boushey Residence, BLD2017-0931: Critical Area Development Exception and SEPA exemption for emergency retaining wall approved 8/8/17. After-the-fact permitting required for prior work in critical areas and unpermitted clearing, grading and constriction of stairs. 9/21/17 NOICA. Meeting scheduled with applicant 10/4/17.
- Yasuda Davit, 6/2/17, 27625 10th Avenue S., LUA2017-0021: Shoreline application for davit to manually launch boat on Puget Sound. Resubmittal of information pending.
- Stober SFR, 11/4/15; LUA2015-0057: Application submitted 11/4/15 for SEPA review, Shoreline Variance review, and Flood Hazard Area review for the demolition of an

existing single family residence and construction of a new SFR. NOIA issued on 11/4/15. Staff provided follow-up response to applicant questions on shoreline variance requirements on 12/15/15. Applicant resubmitted and NOCA provided on 12/28/16. Comments sent on 2/13/17. Revisions submitted on 6/23/17. Comments sent 8/30/17. Resubmittal received 10/16/17 and routed. Public notice issued 2/26/18. Ecology submitted comments indicating the project could not be approved as proposed.

- Coherent/Longson LLA, 8XX S 280th St, 4/21/14, LUA2014-0013: Applicant revised critical area and SEPA documents to evaluate future single family residence in addition to relocating an existing driveway easement. Applicant submitted grading permit and revised environmental review materials for relocating driveway on 10/23/14, LLA on hold. SEPA DNS comment period ended 12/30/14. One comment received. Appeal period ended on 1/9/15. In response to a complaint, Planning contacted applicant about working without a permit. Plans approved 9/27/17, waiting for pick-up.
- Im, 6/25/10, 27419 8th Avenue S, LUA2012-0023: On 11/2/16 the Washington State Department of Ecology issued a decision to disapproved the Shoreline Variance and to partially approve with conditions the Shoreline CUP. Applicant filed an appeal to the Shorelines Hearing Board on 11/23/16. Met with applicant on 1/11/17 to discuss outstanding questions and next steps. On 3/1/17, Applicant withdrew appeal of Ecology's 11/2/16 Shoreline Decision. Sent e-mail to applicant 10/24/17 asking for a submittal timeline. Building permit submittal pending. Planning to move to code enforcement.

Legal Lot of Record

- No activity.

Pre-Application Meetings

- PA2018-0021 Dau Property 2-Lot Short Plat (Critical Areas): The current property owner is interested in subdividing one (1) parcel into two (2) parcels so that he may build two single-family homes on each lot. The site has an overall slope of +-35% with two proposed access points (one through extending a private drive at the top of the slope and the other off of Marine View Dr/10th Ave s located at the bottom of the slope).
- PA2018-0022 Heritage Plaza Apartments, 23040 Pacific Highway South (PIN 2500600250): Applicant proposes a 7-story apartment building on the upper portion of the lot that will include 97 market-rate apartment units.
- PA2018-0024 Sunset Cove Indoor Gun Range, 21819 Marine View Dr: Applicant proposes a tenant improvement that will create an indoor gun range to include 10 direct fire lanes, 1,500 SF live fire house and 900 SF retail space.
- PA2018-0023 Redondo Beach SFR, 28128 8th Avenue S: Applicant proposes to construct a new SFR detached home, two story w/ basement, 4 bedroom/3 ½ bath with den, office, bonus room and rec room (basement). Approximately 3,000 SF (2,090 SF footprint).

Pre-submittal Assistance

- No activity beyond day-to-day.

City Services, Project Management and Coordination

- **2018 Comprehensive Plan Amendments:** The 2018 amendments to the Comprehensive Plan and Preferred Land Use map will be considered by Council in early October 2018. Proposed amendments include adding updated references to the capital facility plans for utility districts and school districts and amending the Preferred Land Use map to add Van Gaskin Park and Mary Gay Park. In addition the City received a request to change the preferred land use for parcels (PIN 0822049163, 0822049013, 0822049093, 0822049122, 0822049080, 0822049118, 0822049186, 0822049187, 0822049011, 0822049012, 0822049166, and 0822049161) located along S. 216th Street from T-Townhome and SF-Single Family to MF-Multifamily in conjunction with a requested rezone filed under LUA2018-0027.
- **Institutional Campus (I-C) Zoning Amendments:** Staff is coordinating with Highline College, Wesley Homes, Judson Park and the Landmark property owners to identify potential land uses to be added to the I-C zone. Staff briefed Council Economic Development Committee in May and June. SEPA expected to be issued in July and public hearing scheduled for 8/23/18.
- **Shoreline Master Program Periodic Review:** A periodic review of the Shoreline Master Program (SMP) is required pursuant to State law (Chapter 90.58 RCW and Chapter 173-26 WAC). Staff has developed a scope of work and schedule to complete the review and update of the SMP. Staff is working on application process for acceptance of grant monies. Provided briefing to the City Council Environment Committee and Economic Development Committee in April. AHBL selected to help implement public participation plan and provide peer review. Staff to update City Council on 7/26/18.
- **Highline College Community-Centered Urban Agriculture:** Highline College is partnering with the City of Des Moines to identify and increase the amount of farmable land for use by the College and the community in order to improve local food security, improve land use, and to provide a venue to educate and develop new farmers. Staff is supporting this effort through a feasibility analysis to identify environmental/permitting requirements for establishing urban agriculture programs at Sonju Park, Parkside Park and Mary Gay Park. Working with Grette on scope of work and budget to conduct site reconnaissance and establish wetland and stream buffers and disturbance limits.
- **Van Gaskin House:** Property to be added to the City's park inventory as a Special Use Park. Evaluating permitting/upgrades necessary to enable use of the existing house and grounds for events.
- **Marina Container Village, LUA2017-0045:** Application for design review, a shoreline substantial development permit and SEPA review was submitted on 10/27/17. Supplemental materials and fee payment requested on 12/6/17. Additional materials submitted on 1/5/18. Notice of application, Shoreline Substantial Development Permit and SEPA DNS issued on 2/13/18. Comment period ended on 3/7/18 and multiple comments were received. The City of Des Moines has reviewed the comments and determined that there is not a significant adverse environmental impact associated with the proposed project. Appeal period lapsed on 3/19/17 and no appeals were filed. Issued design review approval for Harborside Café on 4/27/18 and SSDP permit issued on 6/12/18. Applied for business license. Reporting on this item will continue under the Building Division.

- Wasson House Reuse/Limited SMP Amendment: Working with a consultant to complete a shoreline/environmental review in that will feed into a feasibility study for the reuse/redevelopment of the Wasson house/property. A draft study was provided to the City on 12/3/16. Staff met on 12/14/16 to discuss initial findings and provide comments to Consultant. Staff also had a discussion with Ecology Shoreline Administrator on 12/21/16 to discuss options for limited amendments the Shoreline Master Program and permitting. Consultant submitted updated report 2/2/17. Staff presented information at the 3/2/17 Council study session for discussion. This item is being rolled into the Shoreline Master Program periodic review and update.
- Recycling: New quality standards and import bans on recyclable paper and plastics by China, a primary market for these materials for the United States, has resulted in significant impacts to solid waste companies in the form of higher processing and transportation costs and lower commodity values.

Recology CleanScapes has responded by slowing down sorting technology to remove additional contamination, increasing staffing for the recycling facility and educational outreach, and exploring new technologies and markets for materials. In order to implement these measures and to sustain recycling diversion levels during this market fluctuation, Recology has proposed several rate adjustment options for the City's review. Des Moines is coordinating with other Recology contract cities and districts who have hired a consultant to assist in the analysis and discussion with Recology CleanScapes.

Consent Calendar Item #1

CITY OF DES MOINES
Voucher Certification Approval

13-Sep-18

Auditing Officer Certification

Vouchers and Payroll transfers audited and certified by the auditing officer as required by RCW 42.24.080, and those expense reimbursement claims certified as required by RCW 42.24.090, have been recorded on a listing, which has been made available to the City Council.

As of **Sept 13, 2018** the Des Moines City Council, by unanimous vote, does approve for payment those vouchers and payroll transfers through September 5, 2018 included in the attached list and further described as follows:

The vouchers below have been reviewed and certified by individual departments and the City of Des Moines Auditing Officer:


 Beth Anne Wroe, Finance Director

	# From	# To	Amounts
Claims Vouchers:			
Total A/P Checks/Vouchers	155064	- 155238	1,289,617.11
Electronic Wire Transfers	1094	- 1105	678,796.59
Total claims paid			1,968,413.70
Payroll Vouchers			
Payroll Checks	19082	- 19084	908.55
Direct Deposit	330001	- 330187	362,063.43
Payroll Checks	19085	- 19089	3,272.99
Direct Deposit	360001	- 360189	368,207.39
Total Paychecks/Direct Deposits paid			734,452.36
Total checks and wires for A/P & Payroll			2,702,866.06

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MINUTES

**DES MOINES CITY COUNCIL
REGULAR MEETING
City Council Chambers
21630 11th Avenue South, Des Moines**

Aug 23, 2018 – 7:00 p.m.

CALL TO ORDER

Mayor Pina called the meeting to order at 7:00 p.m.

PLEDGE OF ALLEGIANCE

The flag salute was led by Deputy Mayor Pennington.

ROLL CALL

Council present: Mayor Matt Pina; Deputy Mayor Vic Pennington; Councilmembers Traci Buxton, Luisa Bangs, Robert Back and Matt Mahoney.

Councilmember Jeremy Nutting will participate in the Council Meeting during the Public Hearing

Staff present: City Manager Michael Matthias; Chief Operations Officer Dan Brewer; Chief Strategic Officer Susan Cezar; City Attorney Tim George; Assistant City Attorney Matt Hutchins; Acting Harbormaster Scott Wilkins; Police Chief Ken Thomas; Finance Director Beth Anne Wroe; Public Works Director Brandon Carver; Human Resource Director Adrienne Johnson-Newton; Community Development Manager Denise Lathrop; Principal Planner Laura Techico; Senior Services Manager Kathy Burrows; Special Transportation Project Manager Len Madsen; City Clerk/Communications Director Bonnie Wilkins; Deputy City Clerk Taria Keane.

Mayor Pina, Council and City Staff wanted to reach out with our thoughts and prayers to the families who suffered the tragic events the past weekend regarding the Kent Police Department.

COMMENTS FROM THE PUBLIC

- Rick Johnson, Redondo Drive, Redondo Beach
- Drew Hellmann, Redondo, HOA/Redondo Shores
- Dave Kaplan, Des Moines, Consent Agenda
- Sheila Brush, Des Moines, Scoping Open House Flyer – Quiet Skies
- JC Harris, Des Moines, Airport Expansion

ADMINISTRATION REPORT PART 1

Item 1: Chief of Police Thomas commented on Redondo Concerns

Item 2: Budget Proviso

Item 3: Sea-Tac Airport Aviation Stakeholders Roundtable

Item 4: Chief Operations Officer Dan Brewer presented on the Acquisition of the Marcus Whitman Church Property

Item 5: City of Des Moines Tour with John Mosby Debrena Jackson-Gandy

CONSENT CALENDAR

Item 1: APPROVAL OF VOUCHERS

Motion is to approve for payment vouchers and payroll transfers through August 15, 2018 included in the attached list and further described as follows:

Total A/P Checks/Vouchers	#154784-155063	\$1,563,901.44
Electronic Wire Transfers	#1078-1093	\$ 655,616.13
Payroll Checks	#19076-19081	\$ 4,978.17
Payroll Direct Deposit	#310001-310190	\$ 371,535.63
Total Checks and Wires for A/P and Payroll:		\$2,596,031.37

Item 2: APPROVAL OF MINUTES

Motion is to approve the minutes from the City Council Regular Meetings July 12, July 19, and July 26, 2018 and from the August 2, 2018 City Council Budget Retreat.

Item 3: TRANSPORTATION GATEWAY PROJECT: S. 216TH STREET SEGMENT 3 IMPROVEMENTS RIGHT-OF-WAY ACQUISITION

Motion 1 is to approve and accept a Utility Easement (59 SF) on Parcel Number #200800-0600, owned by Delane K. Hatfield and provide compensation to the owner of \$418.90 for the Utility Easement, and \$115.00 for property damage, totaling \$614.00 (rounded), plus reasonable closing costs, and authorize the City Manager to sign the Easement and Real Property Voucher Agreement substantially in the form submitted.

Motion 2 is to approve and accept a Permanent Sidewalk Easement (59 SF) on Parcel Number #200820-0010, owned by Terry A. Leffard, and provide compensation to the owner totaling \$412.00 (rounded) for the Permanent Sidewalk Easement, plus reasonable closing costs, and authorize the City Manager to sign the Easement and Real Property Voucher Agreement substantially in the form submitted.

Motion 3 is to approve and accept a Temporary Construction Easement on Parcel Number #082204-9163, owned by Cheryl Laws-Brown, and provide compensation to the owner of \$415.12 for the Temporary Construction Easement, \$165.00 for property damage, plus \$750.00 as a statutory allowance totaling \$1,331 (rounded), plus reasonable closing costs, and authorize the City Manager to sign the, Temporary Construction Easement and Real Property Voucher Agreement substantially in the form submitted.

Motion 4 is to approve and accept a Statutory Warranty Deed (25 SF) on Parcel Number #082204-9122, owned by Iolanda Deruiter, and provide compensation to the owner of \$102.50 for the Statutory Warranty Deed, \$846.26 for a Temporary Construction Easement, \$1,415.00 for property damage, plus \$1,000 in administrative settlement costs totaling \$3,364 (rounded), plus reasonable closing costs, and authorize the City Manager to sign the Statutory Warranty Deed, Temporary Construction Easement and Real Property Voucher Agreement substantially in the form submitted.

- Item 4: BEACH PARK & MARINA PEDESTRIAN CONNECTIVITY IMPROVEMENT: REMOVAL OF NON-CONFORMING RESIDENT STRUCTURE (WASSON)
Motion is to direct administration to demolish the existing non-conforming structure and make interim landscaping improvements as necessary to facilitate public access and connectivity between the Marina and the Beach Park, and to bring forward a 2018 budget amendment to the amount of \$70,000.00 to cover the associated costs.
- Item 5: NATIONAL RECOVERY MONTH PROCLAMATION
Motion is to approve the Proclamation supporting September 2018 as National Recovery Month.
- Item 6: AGREEMENT BETWEEN THE CITIES OF BURIEN, DES MOINES, NORMANDY PARK, FEDERAL WAY, TUKWILA AND SEATAC TO PROVIDE LOCAL MATCHING FUNDS FOR THE SEA-TAC AIRPORT IMPACT STUDY
Motion is to approve the Agreement between the Cities of Burien, Des Moines, Normandy Park, Federal Way, Tukwila and SeaTac to provide local matching funds for the Sea-Tac Airport Impact Study and authorize the City Manager to sign the Agreement substantially in the form as attached.
- Item 7: PROPERTY ACQUISITION FROM MARCUS WHITMAN CHURCH FOR PARKSIDE WETLANDS
Motion is to approve and accept the purchase of approximately 3.53 acres of property (Parcel Number #212204-9175) owned by the Presbytery of Seattle (Marcus Whitman Church) for \$10,000.00, plus closing costs, and authorize the city manager to sign the Purchase and Sales Agreement substantially in the form submitted, and all other documents necessary for purchase of this property.
- Item 8: CONSULTANT SERVICES CONTRACT ADDENDUM – ENVIRONMENTAL SCIENCE ASSOCIATES
Motion is to approve Contract Addendum No.1 with Environmental Science Associates for the additional emergency permitting work on the Van Gasken Property in the amount of \$38,007.00, bringing the total contract amount to \$61,090.00, and further authorize the City Manager to sign said contract addendum substantially in the form as submitted.
- Item 9: GRANT FOR THE 2018 KING COUNTY SENIOR CENTER REQUEST FOR QUALIFICATIONS – VETERANS, SENIORS, AND HUMAN SERVICES LEVY
Motion is to accept King County grant funds for capital improvements, facility repairs and enhanced services at the City's Activity Center, and authorize the City Manager to sign the necessary contracts, substantially in the form as attached.

Direction/Action

Motion made by Deputy Mayor Pennington to approve the consent calendar; seconded by Councilmember Bangs.
The motion passed 6-0.

Mayor Pina read the National Recovery Month Proclamation into the record.

At 7:40 p.m. Mayor Pina called Councilmember Nutting so he could participate in the Public Hearing.

PUBLIC HEARING/CONTINUED PUBLIC HEARING

- Item 1: PUBLIC HEARING TO CONSIDER DRAFT ORDINANCE NO. 18-074
REGARDING CHANGES IN PERMITTED USES AND ASSOCIATED
REGULATIONS IN THE INSTITUTIONAL CAMPUS (I-C) ZONE
Staff Presentation: Chief Strategic Officer Susan Cezar

Mayor Matt Pina opened the Public Hearing at 7:42 p.m.

Chief Strategic Officer Susan Cezar gave a PowerPoint presentation to council. Principal Planner Laura Techico also presented to council.

Mayor Pina called for those that wished to speak:

- Travis Ameche, proponent
- Chris Haynes, proponent
- Dave Kaplan, proponent

Mayor Pina asked 3 times if anyone else wished to speak.

Seeing none, Mayor Pina asked Council if they had any questions.

City Clerk/Communications Director Wilkins read a comment for record from President and CEO of Wesley Homes Kevin Anderson.

At 8:04 p.m. Mayor Pina closed the public hearing.

Direction/Action

Motion 1 made by Councilmember Nutting to suspend Rule 26(s) in order to enact Draft Ordinance No 18-074 on first reading; seconded by Councilmember Bangs.

This Motion passed 7-0

Motion 2 made by Councilmember Nutting to enact Draft Ordinance No. 18-074 amending the permitted uses in DMMC 18.52.010B and associated development regulations in DMMC 18.95.030 and DMMC 18.95.060 in the I-C Institutional Campus Zone; seconded by Councilmember Back.

This Motion passed 7-0

At 8:06 p.m. Councilmember Nutting left the meeting.

NEW BUSINESS

- Item 1: EMINENT DOMAIN: TRANSPORTATION GATEWAY PROJECT S. 216TH
STREET, SEGMENT 3 IMPROVEMENTS
Staff Presentation: City Attorney Tim George

City Attorney George presented to Council.

Len Madsen gave a PowerPoint presentation to council.

Direction/Action

Motion 1 made by Councilmember Buxton to suspend Rule 26(s) in order to enact Draft Ordinance No 18-098 on first reading; seconded by Councilmember Bangs.

This Motion passed 6-0

Motion 2 made by Councilmember Buxton to enact Draft Ordinance No. 18-098, directing the City Attorney to prosecute the eminent domain action in King County Superior Court in a manner provided by law to condemn, take damage and appropriate real properties in a manner necessary to carry out the provisions of Draft Ordinance No. 18-098; seconded by Mahoney.

The Motion passed 6-0

BOARD AND COMMITTEE REPORTS/COUNCILMEMBER COMMENTS

Deputy Mayor Vic Pennington

- Farmers Market
- Concerts In the Park
- Aviation Advisory Committee Meeting
- SAMP Public Meeting
- Nutting Girls Lemonade Stand Fundraiser
- Des Moines Police Department Community Meeting
- Redondo Beach Drive

Direction/Action

Motion made by Deputy Mayor Pennington to remand the Road Safety Issue to the Public Safety/Emergency Management Committee; seconded by Mayor Pina. The Motion passed 6-0

Councilmember Mahoney

- Tour of Seattle
- National Night Out
- Quiet Skies Presentation at Wesley Home
- Des Moines Back to School
- First Baptist Church Get Together
- Port Tour of the Cargo
- Concert in the Park
- Sound Side Ambassador Training
- Farmers Market
- Bootlegger Guild
- SAMP Public Meeting

Councilmember Back

- South County Transportation Board Meeting
- Thanked Sheila Brush and Quiet Skies

Councilmember Bangs

- National Night Out
- Police Department Advisory Board Meeting
- Asked Police Chief Thomas to commented on the ATF Detective Update and the Upcoming De-Escalation Training

- Des Moines Art Commission Meeting
- Nutting Girls Lemonade Stand Fundraiser

Councilmember Buxton

- Movie in the Park
- Concert in the Park
- ParkRun
- Farmers Market
- National Night Out
- Wesley International Festival
- Des Moines Back to School
- Shoreline Master Plan Review Open House
- Quiet Skies Presentation at Wesley Homes
- Sound Side Ambassador Training

PRESIDING OFFICER'S REPORT

- Office Diego Moreno Memorial Service
- Ad-Hoc Franchise Committee Meeting
- Farmers Market
- National Night Out
- Quiet Skies Presentation at Wesley Homes
- Cambodian Cultural Celebration at Salt Water Park
- First Baptist Church Get Together
- Met with State Representative Mike Pellicciotti
- Bootleggers Guild
- Wesley International Festival
- Certificate of Achievement for the AWC Advanced Certificate of Municipal Leadership award to Councilmember Back

ADMINISTRATION REPORT PART 2

- National Night Out
- Finance Director Beth Anne Wroe update Council on the City of Des Moines Bond Pricing
- Acting Harbormaster Scott Wilkins reported on the First Marina Tenant Meeting
- Human Resources Director updated the Council on the Active Shoot Training that staff is attending
- SCORE Admin Board Meeting
- Chief Strategic Officer Susan Cezar on the Grant from King County Levy Funds awarded
- Senior Services Manager Kathy Burrows updated Council
 - Senior Services Advisory Committee
 - Wii Bowling Tournament with Wesley
 - Falls Prevention
 - Scams Alert
 - Rainbow Bingo
- Chief Operation Officer Dan Brewer updated Council on Staffing
- Chief Operation Officer Dan Brewer presented a PowerPoint on Playgrounds to Council

Mayor Pina requested that Council look at all applicants for Senior Advisory Committee and Human Services Committee Applications and bring them forward by Sept 13th.

Public Works Director Brandon Carver briefed Council on the 223rd paving.

NEXT MEETING DATE:

September 6, 2018 City Council Study Session

ADJOURNMENT

Direction/Action

Motion made by Deputy Mayor Pennington to adjourn; seconded by Councilmember Bangs.
The motion passes 6-0.

The meeting was adjourned at 9:46 p.m.

Respectfully Submitted,
Taria Keane
Deputy City Clerk

MINUTES
SPECIAL MEETING TO HOLD AN EXECUTIVE SESSION

August 23, 2018

CALL MEETING TO ORDER

The Special Meeting was called to order by Mayor Pina at 6:00 p.m. in the Council Chambers.

ROLL CALL Mayor Matt Pina; Deputy Mayor Vic Pennington; Councilmembers Traci Buxton, Jeremy Nutting, Luisa Bangs, Robert Back and Matt Mahoney.
 Council present:
 Others Present: City Manager Michael Matthias; Chief Operations Officer Dan Brewer; Chief Strategic Officer Susan Cezar; City Attorney Tim George; City Clerk/Communications Director Bonnie Wilkins.

PURPOSE

The purpose of the Special Meeting was to hold an Executive Session to discuss Potential Litigation under RCW 42.30.110(1)(i). The Executive Session was expected to last 20 minutes.

At 6:20 p.m. Mayor Pina extended the Executive Session and additional 10 minutes.

At 6:30 p.m. Mayor Pina extended the Executive Session and additional 10 minutes.

No formal action was taken. The Executive Session lasted 40 minutes.

The meeting adjourned at 6:40 p.m.

Respectfully Submitted,
 Taria Keane
 Deputy City Clerk

A G E N D A I T E M

BUSINESS OF THE CITY COUNCIL City of Des Moines, WA

SUBJECT: Senior Services Advisory Committee
Appointments

ATTACHMENTS:
1. Applications

FOR AGENDA OF: September 13, 2018

DEPT. OF ORIGIN: Administration

DATE SUBMITTED: September 7, 2018

CLEARANCES:

- ☐ Community Development
- ☐ Marina
- ☐ Parks, Recreation & Senior Services _____
- ☐ Public Works

CHIEF OPERATIONS OFFICER: _____

- ☐ Legal T6
- ☐ Finance
- ☐ Courts
- ☐ Police

APPROVED BY CITY MANAGER
FOR SUBMITTAL: 

The purpose of this agenda item is to recommend City Council approval of appointments to the City of Des Moines Senior Services Advisory Committee.

Suggested Motion

Motion: “I move to confirm the Mayoral appointments of Priscilla Vargas and Jeff Crompe each to an unexpired term on the City of Des Moines Senior Services Advisory Committee, effective immediately and expiring on December 31, 2021.”

Background

The Senior Services Advisory Committee was created by chapter 4.44 DMMC, which details the powers and duties of the Committee, ex-officio members, terms, meetings, reports to City Council, and scope of duties for the Senior Services Advisory Committee. The Committee advises the City Council on policy and budgetary subjects related to senior services, current and future facilities relating to senior services, review of federal, state and county laws and regulations, proposed laws and regulations and the impact of such laws and regulations on delivery of senior services, and to perform such other tasks as are assigned by the City Council.

The Committee consists of seven members, one of whom is a member of the City Council. One member of the Committee need not be a resident of the City and up to two members of the Committee may reside outside the City limits but work or volunteer within the City limits. Four Committee members are appointed to two-year terms and three members of the committee are appointed to four year terms.

Discussion

Priscilla Vargas and Jeff Crompe are seeking appointments to fill two vacant four year terms.

Alternatives

None provided.

Financial Impact

No financial impact.

Recommendation/Concurrence

Des Moines Administration recommends the Mayoral appointments of Priscilla Vargas and Jeff Crompe each to an unexpired term on the Senior Services Advisory Committee.



CITY OF DES MOINES
APPLICATION FOR APPOINTIVE OFFICE
21630 11th Avenue South
Des Moines, WA 98198

RECEIVED

Recvd. _____

MAR 09 2018

**CITY OF DES MOINES
CITY CLERK
Please Check**

NAME: Priscilla Vargas
ADDRESS: 848 S 260th Street
CITY, ZIP: Des Moines, 98198
PHONE: Home 206-651-7373 Work 206-799-9574
LENGTH OF RESIDENCE AT THE ABOVE ADDRESS 3 years in July
Email address: pvargas711@comcast.net
REGISTERED VOTER? Yes
EMPLOYMENT SUMMARY LAST FIVE YEARS: **Resume is attached.**

- ☐ Civil Service Commission
- ☐ Planning Agency
- ☐ Library Board
- ☐ Human Services
- ☒ **Senior Services**
- ☐ Arts Commission

Are you related to anyone presently employed by the City or a member of a City Board? **No**

If yes, explain: _____

Do you currently have an owning interest in either real property (other than your primary residence or a business) in the Des Moines planning area? **No.** If so, please describe: _____

IN ORDER FOR THE APPOINTING AUTHORITY TO FULLY EVALUATE YOUR QUALIFICATIONS FOR THIS POSITION, PLEASE ANSWER THE FOLLOWING QUESTIONS USING A SEPARATE PAPER IF NECESSARY.

1. Why do you wish to serve in this capacity and what can you contribute? **See attachment.**

2. What problems, programs or improvements are you most interest in? **See attachment.**

3. Please list any Des Moines elective/appointive offices you have run/applied for previously. **None**

Why do you wish to serve in this capacity and what can you contribute?

I wish to serve in this capacity because I am an advocate for seniors who are generally more vulnerable than other groups of people. I have been fortunate to work with seniors and persons with disabilities throughout my career. My background has focused on providing accessible transportation services in urban and rural areas for seniors and persons with disabilities throughout the country for nearly 28 years. I believe my knowledge and skills as a committee member will be a valuable contributor in increasing awareness and improving the delivery of available senior services and throughout the Des Moines community.

What problems, programs or improvements are you most interested in?

Improvements to promote affordable mobility options for seniors are an area that I'm very interested in. Many people are continuing to work beyond age 65 because they are healthy and productive and do not wish to spend the rest of their lives being isolated at home or in a assisted care facility without transportation options related, but not limited to recreation, shopping, health care and jobs. I am also interested in improving access to affordable health care, personal safety and financial protection services for seniors.

Priscilla Vargas, Regional Business Development Director – Account Manager



Priscilla's role encompasses all aspects of the pre-sales and post-sales activities on behalf of Ecolane prospects and customers. This includes comprehensive account management beyond the initial implementation. Priscilla's 26-year career in transportation has included management of paratransit operations, business development, customer and strategic planning. Prior to joining Ecolane, Priscilla served the King County Metro Transit Division as manager for Paratransit and Rideshare Operations, where she oversaw an \$80 million budget with more than 55 employees in paratransit operations, contract management, vanpool programs, mobility options, and customer engagement. Priscilla was instrumental in improving Metro's paratransit services while growing the largest public vanpool operation in the country. Priscilla has also held key positions with Sacramento Regional Transit District, Sonoma County Transit, the Metropolitan Transportation Commission and Laidlaw Transit. She has a deep passion for promoting

“mobility for all” that is efficient, cost-effective and adaptable to the expanding technologies occurring in the transportation industry. Her commitment to public transportation, especially in the paratransit arena has been a key to her continued success.

Career Achievements

- Significant program management experience with a background in ensuring compliance with both state and federal regulations including the Americans with Disabilities Act (ADA) and statewide commute trip reduction services.
- Demonstrated ability to design and implement standard operating procedures which are concentrated on improving program effectiveness and productivity
- Oversaw an \$80 million budget at a paratransit operation with more than 55 employees in areas such as paratransit, contract management, vanpool programs, mobility options and customer engagement

Work Experience

Ecolane USA, Inc. – July 2017 to Present

Regional Business Development Director

- Grow awareness of Ecolane as a company and Ecolane products
- Develop the Northwestern states sales territory
- Provide account management for existing Ecolane customers
- Continue to grow in knowledge and experience in the transit industry

King County Department of Transportation – 2013 - 2017

Paratransit Rideshare Operations Manager – Transit Division

- Participating member of the senior management leadership team for both the paratransit program and the largest publicly owned commuter vanpool program in the United States
- Direct the day-to-day administrative operations related to the ADA paratransit accessible services program with a concentration on increasing productivity and efficiency

- Supervise a team of 60 employees in addition to overseeing an \$80 million operating budget and
- Responsible for negotiating contracts for paratransit control center and service operations

Sacramento Regional Transit District – 1996 - 2001; 2008 - 2013

Accessible Services Administrator

- Lead role in ensuring ADA standards were consistently followed, created streamlined operating procedures, and managed a multi-million-dollar service contract
- Coordinated program related logistics for ADA accessible services which included determining eligibility and leading the appeals program
- Developed an annual operating budget, evaluated paratransit services, and diffused complex situations

Paratransit Inc. – 2006 - 2007

Manager of Community Outreach

- Facilitated community outreach initiatives which provided both transit and paratransit services throughout Northern California
- Completed transportation orientations for senior citizens and individuals with disabilities, coordinated community outreach events, and identified potential business opportunities

California Association for Coordinated Transportation – 2005 - 2006

Contractor

- Managed various operational functions on behalf of the association which included performing detailed research along with writing news articles
- Successfully identified and recruited membership sponsors for large-scale events such as bi-annual conferences and expositions

Laidlaw Transit Service Inc. – 2001 - 2004

Manager of Business Development

- Directed business development operations within the transit services industry which required sourcing potential new business and retaining existing business through the request for proposal process
- Maintained positive relationships with existing clients, community leaders and elected local officials

Education

- Pepperdine University, Transit/Paratransit Management Program
- Sonoma State University, Bachelor of Arts, Honors



CITY OF DES MOINES
APPLICATION FOR APPOINTEE OFFICE
21630 11th Avenue South
Des Moines, WA 98198

RECEIVED
MAR 13 2018
Recvd. _____
CITY OF DES MOINES
CITY CLERK

NAME: Jeff Crompe ☐ Civil Service Commission
ADDRESS: 22514 6th Ave S, Unit 101 ☐ Planning Agency
CITY, ZIP: Des Moines 981908-6845 ☐ Library Board
PHONE: Home 206-669-5333 cell _____ Work _____ ☐ Human Services
LENGTH OF RESIDENCE AT THE ABOVE ADDRESS 7 years ☒ Senior Services
Email address: jrc441@comcast.net ☐ Arts Commission
REGISTERED VOTER: Yes
EMPLOYMENT SUMMARY LAST FIVE YEARS: Semi retired and own my own Photography Business

Are you related to anyone presently employed by the City or a member of a City Board? _____
If yes, explain: _____
No _____

Do you currently have an owning interest in either real property (other than your primary residence or a business) in the Des Moines planning area? No If so, please describe: _____

IN ORDER FOR THE APPOINTING AUTHORITY TO FULLY EVALUATE YOUR QUALIFICATIONS FOR THIS POSITION, PLEASE ANSWER THE FOLLOWING QUESTIONS USING A SEPARATE PAPER IF NECESSARY.

Why do you wish to serve in this capacity and what can you contribute?

I'd like to be able to be part of a process to make things better for Seniors and all citizens of DM. I have extensive business experience in sales as well as having grown up in White Center, going to Kennedy HS, and have been around the south end for 50 years. I am the VP of a small charity and run a number of fundraising events each year to raise funds for the Ronald McDonald House and an orphanage in Kenya. I have been involved in a lot of civic related events and organizations over the years. I was President of the Kennedy Alumni Association in the mid 2000's. I run the Angelo's Restaurant Over 55 Soccer team that has been together since 1977.

What problems, programs or improvements are you most interest in?

Nothing in particular except to see DM thrive again and have DM be a place old and young alike want to call home. I'd like to see more sports related activities for the Over 50 group.

Please list any Des Moines elective/appointive offices you have run/applied for previously.

None

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A G E N D A I T E M

BUSINESS OF THE CITY COUNCIL City of Des Moines, WA

SUBJECT: Amendment #2 to Communications
Site Lease Agreement - Fieldhouse

FOR AGENDA OF: September 13, 2018

DEPT. OF ORIGIN: Legal

DATE SUBMITTED: September 5, 2018

ATTACHMENTS:

1. Amendment #2 to Communications Site
Lease Agreement - Fieldhouse
2. Communications Site Lease Agreement

CLEARANCES:

- ☒ Community Development SNC
☐ Marina _____
☒ Parks, Recreation & Senior Services SNC
☐ Public Works _____

CHIEF OPERATIONS OFFICER: DSB

- ☒ Legal TV
☐ Finance _____
☐ Courts _____
☐ Police _____

APPROVED BY CITY MANAGER
FOR SUBMITTAL: [Signature]

Purpose and Recommendation

The purpose of this agenda item is for City Council to consider an amendment to the existing Communications Site Lease Agreement between New Cingular Wireless and the City regarding the lease of City property at 1000 South 220th Street (Fieldhouse Play Area) for a communications site. The purpose of the amendment is to allow New Cingular to fence the existing cell tower to provide additional safety for patrons of the park and to keep park and playground users away from the base of the pole.

Suggested Motion

Motion 1: "I move to approve the second amendment to the Communications Site Lease Agreement with New Cingular to allow for the fencing and maintenance of the area immediately around the leased pole, and to authorize the City Manager to sign the amendment substantially in the form as attached."

Background

The City has an existing Communications Site Lease Agreement with New Cingular Wireless at 1000 South 220th Street (Fieldhouse Play Area). This site contains a fenced in equipment area as well as a light pole that has been converted to also serve as a cell tower. The base of the light pole is in an area that is not currently fenced.

In 2017, the base of the pole was damaged and wires from the communications equipment were exposed. The playground at the park is located around 10 feet away from the base of the pole. This condition remained for a substantial period of time and was only addressed once the Building Department was notified. The Building Department worked with New Cingular to ensure that the pole was repaired and the wires were covered.

Discussion

In order to avoid future safety concerns as well as to ensure that children or patrons of the park do not climb on the base of the pole, the City has worked with New Cingular to prepare a site lease agreement that would allow New Cingular to fence in the pole area. The fenced in site would be minimal and would not reduce the park play area in any meaningful way. New Cingular has agreed to cover the cost of the fencing as well as to maintain the fence and the area inside.

Alternatives

Do not approve the amendment (not recommended).

Financial Impact

The liability risk for the City based on the potentially dangerous condition created by this pole's location next to the playground will be reduced by the installation of this fencing. Otherwise there is no financial impact.

Recommendation

Legal, Planning, Building and Public Works, and Parks, Recreation and Senior Services Departments recommend approval of this amendment.

Market: PNW
Cell Site Number: WA6455
Cell Site Name: DT Des Moines
Fixed Asset Number: 10013494
Address: 1000 South 220th Street, Des Moines, WA 98198

SECOND AMENDMENT TO COMMUNICATIONS SITE LEASE AGREEMENT

THIS SECOND AMENDMENT TO COMMUNICATIONS SITE LEASE AGREEMENT ("**Second Amendment**"), dated as of the latter of the signature dates below (the "**Effective Date**"), is by and between City of Des Moines, a municipal corporation, having a mailing address of 21630 11th Avenue South, Des Moines, WA 98198 ("**Lessor**") and New Cingular Wireless PCS, LLC, a Delaware limited liability company, successor in interest to Pacific Bell Wireless Northwest, LLC, having a mailing address of 575 Morosgo Drive NE, Atlanta, GA 30324 ("**Lessee**").

WHEREAS, Lessor and Lessee (or its affiliate or predecessor-in-interest) entered into a Communications Site Lease Agreement dated August 29, 2003, as amended by a First Amendment to Communications Site Lease Agreement dated June 12, 2015 (hereinafter, collectively referred to as the "**Lease**"), whereby Lessor leased to Lessee certain Premises, therein described, that are a portion of Lessor's Property located at 1000 South 220th Street, Des Moines, WA 98198; and

WHEREAS, Lessor and Lessee desire to amend the Lease to require the Lessee to fence or enclose the Premises; and

WHEREAS, Lessor and Lessee, in their mutual interest, wish to amend the Lease as set forth below accordingly.

NOW THEREFORE, in consideration of the foregoing and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, Lessor and Lessee agree as follows:

1. **Expansion and Enclosure of Premises.** Lessor grants Lessee the right to expand the Premises, as depicted in Exhibit B-2, attached hereto and incorporated herein. Within ninety (90) days of the Effective Date, Lessee shall install and maintain a chain link fence around the expanded Premises, as depicted in t Exhibit B-2. Exhibit B-2 hereby replaces and supersedes Exhibit B of the Lease. Such fence shall match the kind, color and height of Lessee's existing fence around Lessee's equipment shelter located within the Premises. Lessee will repair or replace the fence within sixty (60) days of receipt of written notice of any damage to the fence. Lessee will maintain the Premises in a condition reasonably satisfactory to Lessor. Lessee shall obtain all required permits and approvals in connection with the installation of the fence prior to such installation.

2. **Acknowledgement.** Lessor acknowledges that: 1) this Second Amendment is entered into of the Lessor's free will and volition; 2) Lessor has read and understands this Second Amendment and the underlying Lease and First Amendment, and prior to execution of this Second Amendment, was free to consult with counsel of its choosing regarding Lessor's decision to

enter into this Second Amendment and to have counsel review the terms and conditions of this Second Amendment; 3) Lessor has been advised and is informed that should Lessor not enter into this Second Amendment, the underlying Lease and First Amendment, including any termination or non-renewal provision therein, would remain in full force and effect.

3. Other Terms and Conditions Remain. In the event of any inconsistencies between the Lease and this Second Amendment, the terms of this Second Amendment shall control. Except as expressly set forth in this Second Amendment, the Lease otherwise is unmodified and remains in full force and effect. Each reference in the Lease to itself shall be deemed also to refer to this Second Amendment.

4. Capitalized Terms. All capitalized terms used but not defined herein shall have the same meanings as defined in the Lease.

“LESSOR”

City of Des Moines, a municipal corporation

By: _____
 Name: Michael Matthias
 Title: City Manager
 Date: _____

Approved as to Form:

By: _____
 Des Moines City Attorney

“LESSEE”

New Cingular Wireless PCS, LLC,
 a Delaware limited liability company

By: AT&T Mobility Corporation
 Its: Manager

By: _____
 Name: _____
 Title: _____
 Date: _____

[ACKNOWLEDGMENTS APPEAR ON THE NEXT PAGE]

LESSEE ACKNOWLEDGEMENT

STATE OF WASHINGTON)
) ss:
 COUNTY OF _____)

On the ____ day of _____, 2018 before me personally appeared _____ and acknowledged under oath that he or she is the _____, of AT&T Mobility Corporation, the Manager of New Cingular Wireless PCS, LLC, a Delaware limited liability company named in the attached instrument, and as such was authorized to execute this instrument on behalf of New Cingular Wireless PCS, LLC.

 Notary Public: _____
 My Commission Expires: _____

LESSOR ACKNOWLEDGEMENT

STATE OF WASHINGTON)
)
 COUNTY OF KING)

On the ____ day of _____, 2018, Michael Matthias personally came before me and acknowledged under oath that he is the person/officer named in the within instrument, and that he executed the same in his stated capacity as the voluntary act and deed of the Lessor for the purposes therein contained.

 Notary Public
 My Commission Expires: _____

EXHIBIT B-2

Description of Premises

See Attached Drawing

at&t

(423) NE 72ND AVE., RTG 3
P.O. BOX 27004
REDMOND, WA 98052

MasTec Network Solutions

CISGroup

SUNBELLY AVENUE, STE. D
SUITE 200
PH: (408) 248-5460
FAX: (408) 341-4625

REVISIONS		
REV.	DATE	DESCRIPTION
A	03/25/18	PRELIMINARY ISSUE
B	07/16/18	PRELIMINARY ISSUE

NOT FOR CONSTRUCTION UNLESS LABELLED AS CONSTRUCTION SET

WA6455

DT DES MOINES

100 S 220TH STREET
DES MOINE, IA 50319

SHEET TITLE

PROPOSED OVERALL SITE PLAN

SHEET NUMBER

A1.1

LEGAL DESCRIPTION:

E 932 FT OF NW 1/4 OF SE 1/4 LY S OF PRESENTED LOT AND OFF RD R/W INL CURRENTLY LOST TO PROJECT LESS POR IN E 1/2 OF SE 1/4 OF NW 1/4 OF SE 1/4 ALSO BLKS 52 THRU 55 & THAT POR OF BLK 56 OF NEW ADD TO DES MONIES LY W OF 11TH AVE S LOW VAC PORE ADJ SD BLOCKS LESS ROSS.

PARCEL NUMBER (S):

0822049034

ZONING CLASSIFICATION:

R-SE

NOTES:
VERIFICATION THAT THE ANTENNA MOUNT'S DESIGN SHALL BE PERFORMED BY A REGISTERED STRUCTURAL ENGINEER AND DESIGN TO BE SUBMITTED WITH FRONT FOD COMPLETION THIS IS NOT AN ENDORSEMENT.
PROPERTY LINES AND BOUNDARIES VIEWER ARE APPROXIMATE

EXISTING CHAIN LINK FENCE

0822049034
R-SE
EXISTING CHAIN LINK FENCE TO BE REMOVED
EXISTING 100'-0" MONOPOLE

EXISTING AT&T EQUIPMENT AREA

EXISTING SKATE PARK

PROPERTY LINE

11TH AVE S

PROPERTY LINE

EXISTING PLAYGROUND

SITE ACCESS

PROPOSED FENCE EXPANSION

41'-0"

33'-7"

PROPOSED APPROPRIATION FENCE EXISTING APPLICABLE DISTANCE = \$378.41 SQFT

"GC SHALL ADJUST FENCE POST SPACING AS NEEDED TO AVOID ALL UTILITIES AND UNDERGROUND COAX TRENCH."

PROPOSED BLACK WHITE COATED GALVANNEUM PIPE SEE DETAIL 2/A1.1

DIG ALERT Know what's below. CALL before you dig. CALL AT LEAST TWO WORKING DAYS BEFORE YOU DIG

TRUE NORTH

SCALE: 1"=30'

1 PROPOSED OVERALL SITE PLAN

FOR OFFICIAL SDCL USE ONLY



AT&T Mobility
Network Real Estate Administration
5405 Windward Parkway
Alpharetta, GA 30009

33283

Attachment #2

By Certified Mail Return Receipt Requested
Receipt No. 71138257147271887023

May 30, 2008

City of Des Moines
21630 11th Ave S
Des Moines, WA 98198-6317

Re: NOTICE OF NEW LEGAL NOTICE ADDRESS
10013494 - WA-455-01

Dear Landlord:

Our Wireless Network Real Estate Administration department is moving its office. Effective immediately, all legal notices and other correspondence relating to the cell site lease referenced above should be sent to AT&T with a copy of that letter sent to AT&T's Legal Department at the following addresses:

By U.S. Postal Service
AT&T Network Real Estate
Administration
Re: 10013494
5405 Windward Parkway
P.O. Box 1630
Alpharetta, GA 30009

By Overnight Courier
AT&T Network Real Estate
Administration
Re: 10013494
12555 Cingular Way
P.O. Box 1607
Alpharetta, GA 30009

With a copy to:

By U.S. Postal Service
AT&T Legal Department
Attn: Network Counsel
Re: 10013494
P.O. Box 97061
Redmond, WA 98073-9761

By Overnight Courier
AT&T Legal Department
Attn: Network Counsel
Re: 10013494
16331 NE 72nd Way
Redmond, WA 98052

KEEP THIS LETTER WITH YOUR LEASE AGREEMENT AND OTHER IMPORTANT LEGAL DOCUMENTS

Also, as a reminder, you may contact us with regard to routine matters, but not legal notices at 1-877-231-5447 or email us at REleaseAdmin@awsmail.att.com. We look forward to a continued successful relationship with you.

For AT&T,

Lisa Herndon
Director of Network Real Estate Administration



December 5, 2003

CERTIFIED MAIL – RETURN RECEIPT REQUESTED

City of Des Moines
21630 11th Avenue South
Des Moines, WA 98198

Re: Cingular Wireless Site: WA-455-01
Lease dated 8/29/2003 (the "Agreement")

Dear Lessor:

Pursuant to the Notice section of our Agreement for the above-referenced site, please be advised that effective immediately, all notices, demands or correspondence should be addressed to the Lessee named in the Agreement and mailed to the address below:

c/o Cingular Wireless
Attn: Lease Administration
6100 Atlantic Boulevard
Mail Code GAN02
Norcross, GA 30071

With a copy to:

Cingular Wireless
Attn: Legal/Real Estate
5565 Glenridge Connector, #1700
Atlanta, GA 30342

If you have any questions, please feel free to contact your Lease Specialist at our toll-free number, 877-231-5447.

Sincerely,

Sharon Onorato
Director, Network Operations

cc:

*Patrice
Miller
Cordoba
Linda*

WIRELESS FACILITIES, INC.
 575 ANDOVER PARK WEST, SUITE 201
 TUKWILA, WASHINGTON 98188
 TEL 206-574-6300
 FAX 206-574-6333

the global leader

IN TELECOM OUTSOURCING



TO: Tony Piasecki, City Manager (26-870-6552)
City of Des Moines
21630 11th Ave S, Des Moines, WA 98198
C: Patrice Thorrel, Director (206-870-6527)
City of Des Moines Parks & Rec
Attn: 1000 220th St, Des Moines, WA 98198

LETTER OF TRANSMITTAL

From: Liz Carrasquero
Date: September 10, 2003
Project: DT Des Moines
Site #: W455

☐ Federal Express ☐ Courier ☒ US Mail ☐ Hand Deliver

WE ARE SENDING YOU:

☐ ETA ☐ SCIF ☒ Lease Agreement ☐ Title Report
☐ Collocation Application ☐ Red-line Drawings ☐ Zoning Drawings ☐ Construction Drawings
☐ Other: _____

Date	Copies	Pages	Site ID	Description
	1		WA455	Fully executed lease to City Manager, copy to Parks & Rec

THESE ARE TRANSMITTED:

☐ For submittal ☐ For approval ☐ Resubmit _____ copies for approval
☒ For your use ☐ As requested ☐ Resubmit _____ copies for distribution
☐ For Signature ☐ Returned for Corrections ☐ Approved as noted
☐ Other: _____

REMARKS:

Per the Notice provision of the lease agreement, the fully executed original Communications Site Lease Agreement b/w City of Des Moines and Cingular Wireless is being returned to the City of Des Moines City Manager. A copy of the executed agreement is concurrently transmitted to Patrice Thorrell, Parks And Recreation Director, for her files.

☐ Received By Cingular: _____

CONFIDENTIALITY NOTE

The information that follows and is transmitted herewith is client privileged, trade secret and/or confidential information intended only for the viewing and use of the individual recipient named above. If the reader of this message is not the intended recipient, you are hereby notified that any review, use, communication, dissemination, distribution or copying of this communication is strictly prohibited. If you have received this communication in error, please immediately notify Wireless Facilities, Inc. by telephone (collect calls accepted) and return the original message to the above address via the U.S. Postal Service or overnight delivery service at our expense. Thank you.

SITE NUMBER: WA455-01

SITE NAME: DT DES MOINES

COMMUNICATIONS SITE LEASE AGREEMENT

THIS COMMUNICATIONS SITE LEASE AGREEMENT ("Lease") dated as of 29 Aug, 2003, is between Pacific Bell Wireless Northwest, LLC, a Delaware limited liability company, d/b/a Cingular Wireless ("Lessee"), whose address is 2445 - 140th Avenue, NE, Suite 202, Bellevue, WA 98005, and City of Des Moines, a municipal corporation ("Lessor"), whose address is 21630 11th Avenue South, Des Moines WA 98198.

The parties hereto agree as follows:

1. Premises. Lessor represents that Lessor owns the real property legally described in Exhibit "A" commonly known as 1000 S. 220th Street, Des Moines WA 98198 (Assessor's Parcel Number 082204903403). Subject to the following terms and conditions, Lessor leases to Lessee that portion of Lessor's property ("Lessor's Property") approximately TBD square feet of space as depicted in Exhibit "B", including any applicable easements for access and utilities (the "Premises"). 405



2. Use. The Premises may be used by Lessee for any lawful activity in connection with the provision of mobile/wireless communications services, including without limitation, the transmission and the reception of radio communication signals on various frequencies and the construction, maintenance and operation of related communications facilities. Lessor agrees, at no expense to Lessor, to cooperate with Lessee in making application for and obtaining all licenses, permits and any and all other necessary approvals that may be required for Lessee's intended use of the Premises.

3. Condition Precedent. This Lease is conditioned upon Lessee, or Lessee's assigns, obtaining, at Lessee's sole cost and expense, all governmental licenses, permits and approvals enabling Lessee, or its assigns, to construct and operate mobile/wireless communications facilities on the Premises.

4. Term. The term of this Lease ("Term") shall be five (5) years commencing with the date Lessee commences construction of its mobile/wireless communications facilities on the Premises, excluding preliminary testing, survey and utilities work (the "Commencement Date"). Lessee shall have the right to extend the Term of this Lease for two (2) additional Terms ("Renewal Term") of five (5) years each. Each Renewal Term shall be on the same terms and conditions as set forth herein. This Lease shall automatically be extended for each successive five (5) year Renewal Term unless Lessee notifies Lessor in writing of Lessee's intention not to extend this Lease at least thirty (30) days prior to the expiration of the first five year Term or any Renewal Term.

5. Rent.

(a) Upon the Commencement Date, Lessee shall pay Lessor, as rent, the sum of Twelve Hundred Dollars (\$1,200.00) ("Rent") per month. Rent shall be payable on the 1st day of each month, in advance, to Lessor at Lessor's address specified at the beginning of this Lease. Rent shall be adjusted annually as of the anniversary of the Commencement Date to the extent of any percentage change which occurred in the Consumer Price Index (All Items, Base 1982-84 = 100) as published by the United States Department of Labor, Bureau of Labor Statistics for All Consumers for the Seattle Metropolitan area (hereinafter "CPI"). The rental adjustment shall be calculated by multiplying the Rent then in effect by a fraction, the denominator of which is the CPI in effect as of the calendar month fourteen full months prior to the anniversary date, and the numerator of which is the CPI in effect two full months prior to the anniversary date. Notwithstanding the foregoing, in no event shall Rent be increased by more than 3% of the Rent paid during the previous year.

(b) Market Rent. If Lessor feels that Rent is not equal to market rent for similar sites in similar geographic areas ("Market Rent"), then at the beginning of each five-year term, Lessor can require that Rent be increased to the then-current market rent for similar sites in similar geographic areas. If Lessor and Lessee cannot agree upon Market Rent within thirty (30) days after Lessor presents its proposal for Market Rent, then the matter shall be settled by binding arbitration by a single arbitrator who has experience in real estate leasing matters. The arbitration will be administered by the American Arbitration Association in accordance with its Commercial Arbitration rules if the parties have not otherwise agreed to use a different arbitrator or arbitration process. At least ten (10) days in advance of the hearing, each party will submit to the arbitrator and to each other their best offers of

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Market Rent. The arbitrator shall be limited to choosing one of the two proposed Market Rent figures, and the arbitrator shall award the Market Rent figure that is closest to the true Market Rent. The costs of the arbitration, expert witnesses and attorney's fees shall be borne by the party whose Market Rent figure was not selected by the arbitrator.

(c) If the Commencement Date is other than the first day of a calendar month, Lessee may pay on the first day of the Term the prorated Rent for the remainder of the calendar month in which the Term commences, and thereafter, Lessee shall pay a full month's Rent on the first day of each calendar month, except that payment shall be prorated for the final fractional month of this Lease, or if this Lease is terminated before the expiration of any month.

6. Improvements; Access.

(a) Lessee shall have the right (but not the obligation) at any time following the full execution of this Lease and prior to the Commencement Date, to enter the Premises for the purpose of making necessary inspections and engineering surveys (and soil tests where applicable) and other reasonably necessary tests (collectively "Tests") to determine the suitability of the Premises for Lessee's Facilities (as defined herein) and for the purpose of preparing for the construction of Lessee's Facilities. During any Tests or pre-construction work, Lessee will have insurance as set forth in Section 14, Insurance. Lessee will notify Lessor of any proposed Tests or pre-construction work and will coordinate the scheduling of same with Lessor. If Lessee determines that the Premises are unsuitable for Lessee's contemplated use, then Lessee will notify Lessor and this Lease will terminate.

(b) Lessee has the right to construct, maintain, install, repair and operate on the Premises radio communications facilities, including but not limited to, radio frequency transmitting and receiving equipment, batteries, utility lines, transmission lines, radio frequency transmitting and receiving antennae and supporting structures and improvements ("Lessee's Facilities"). In connection therewith, Lessee has the right to do all work necessary to prepare, add, maintain and alter the Premises for Lessee's communications operations and to install utility lines and transmission lines connecting antennas to transmitters and receivers. All of Lessee's construction and installation work shall be performed at Lessee's sole cost and expense and in a good and workmanlike manner. Title to Lessee's Facilities and any equipment placed on the Premises by Lessee shall be held by Lessee or its equipment lessors or assigns. Lessee's Facilities shall not be considered fixtures. Lessee has the right to remove any or all of Lessee's Facilities at its sole expense on or before the expiration or termination of this Lease. Lessee will make the improvements and follow the procedures set forth in Exhibit B1 to this Agreement.

(c) Lessor shall provide Lessee, Lessee's employees, agents, contractors, subcontractors and assigns with access to the Premises twenty-four (24) hours a day, seven (7) days a week, at no charge to Lessee. Lessor represents and warrants that it has full rights of ingress to and egress from the Premises, and hereby grants such rights to Lessee to the extent required to construct, maintain, install and operate Lessee's Facilities on the Premises, and to remove them therefrom. Lessee's exercise of such rights shall not cause undue inconvenience to Lessor.

(d) Lessor shall maintain all access roadways from the nearest public roadway to the Premises in a manner sufficient to allow reasonable access. Lessor shall be responsible for maintaining and repairing such roadways, at its sole expense, except for any damage caused by Lessee's use of such roadways. If Lessee causes any such damage, it shall promptly repair same.

(e) Lessee shall have the right to install utilities, at Lessee's expense, and to improve the present utilities on or near the Premises (including, but not limited to the installation of emergency back-up power). Subject to Lessor's approval of the location, which approval shall not be unreasonably withheld, Lessee shall have the right to place utilities on (or to bring utilities across) Lessor's Property in order to service the Premises and Lessee's Facilities. Upon Lessee's request, Lessor shall execute recordable easement(s) evidencing this right.

(f) Lessee shall fully and promptly pay for all utilities furnished to the Premises for the use, operation and maintenance of Lessee's Facilities.

(g) Upon the expiration, cancellation or termination of this Lease, Lessee shall surrender the Premises to Lessor in good condition, less ordinary wear and tear.

7. Interference with Communications.

(a) Lessor acknowledges and agrees that it will not permit the installation of any additional antennas or equipment on the property, if such installation or relocation would adversely affect Lessee's space on the property or Lessee's operation, use or enjoyment of its Lessee Facilities, taking into account customary and commercially reasonable practices for multi-tenant wireless communication sites and towers thereon

(b) Lessor shall not, and shall not permit any licensee, tenant, subtenant or other user of the property for wireless communications purposes (collectively, other than Tenant, "Other Tenants") to, (i) install or change, alter or improve the frequency, power, or type of any communications equipment that interferes with the operation of Lessee's Facilities or is not authorized by, or violates, applicable Laws or is not made or installed in accordance with good engineering practices, or (ii) implement a configuration which interferes with the operation of Lessee's Facilities.

(c) In the event of any interference occurring at the property as a result of any actions of Lessor or any Other Tenants described in Section 7(b) above, Lessor shall be responsible for coordinating and resolving any such interference problems caused by Lessor or such Other Tenants, including, without limitation, using its best efforts to correct and eliminate the interference within forty-eight (48) hours of receipt of notification from Lessee and, if appropriate, performing an interference study in accordance with industry-standard procedures and practices. If the interference cannot be corrected or eliminated within such 48-hour period, Lessor shall cause, at Lessor's option, any of Lessor's or its Other Tenants' communications equipment that interferes with the operation of Lessee's Facilities or Lessee's authorized frequency spectrum or signal strength, to be immediately powered down or turned off, with the right to turn such interfering equipment back up or on only during off-peak hours specified by Lessee in order to determine whether such interference continues or has been eliminated; provided, however, that if any interference continues at the time the interfering equipment is powered down, the communications equipment that interferes with the operation of Lessee's Facilities shall be turned off. If Lessor or any such Other Tenant cannot correct or eliminate, to the satisfaction of Lessee, such interference within twenty (20) days of receipt of written notice from Lessee, Lessor shall or shall cause such Other Tenant to cease the operations of the objectionable communications equipment and to stop providing services from the property until the interference problems are resolved. In no event will Lessor be liable for any consequential damages (including, without limitation, lost profits) arising from any such interference.

(d) Lessee shall not (i) install or change, alter or improve the frequency, power, or type of any communications equipment that interferes with the operation of Lessor's or any Other Tenant's communications equipment installed at the property or in the vicinity, or is not authorized by, or violates, applicable Laws or is not made or installed in accordance with good engineering practices, or (ii) implement a configuration which interferes with the operation of Lessor's or any Other Tenant's communications equipment installed at the property or in the vicinity.

(e) In the event of any interference occurring at the property or in the vicinity as a result of any actions of Lessee described in Section 7(d) above, including but not limited to interference with radio, television, telephone or public safety communications, Lessee shall be responsible for coordinating and resolving any such interference problems caused by Lessee, including, without limitation, using its best efforts to correct and eliminate the interference within forty-eight (48) hours of receipt of notification from Lessor. If the interference cannot be corrected or eliminated within such 48-hour period, Lessee shall cause any of Lessee's communications equipment that interferes with the operation of Lessor's or any Other Tenant's communications equipment or their authorized frequency spectrum or signal strength, to be immediately powered down or turned off, with the right to turn such interfering equipment back up or on only during off-peak hours specified by Lessor in order to determine whether such interference continues or has been eliminated; provided, however, that if any interference continues at the time the interfering equipment is powered down, the communications equipment that interferes with the operation of Lessor's or any Other Tenant's communications equipment shall be turned off. If Lessee cannot correct or eliminate, to the satisfaction of Lessor, such interference within twenty (20) days of receipt of written notice from Lessor, Lessee shall cease the operations of the objectionable communications equipment and stop providing services from its Facilities until the interference problems are resolved. In no event will Lessee be liable for any consequential damages (including, without limitation, lost profits) arising from any such interference.

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8. Taxes.

(a) Lessee shall pay all personal property taxes assessed against Lessee's Facilities and shall pay, if applicable, the leasehold tax levied by Chapter 82.29A RCW.

(b) Lessor shall pay all real property taxes and all other taxes, fees and assessments attributable to the Premises or this Lease.

9. Termination.

(a) This Lease, in addition to any other remedies which may be pursued in law or in equity, may be terminated by either party upon a material default of any covenant, condition, or term hereof by the other party, which default is not cured within sixty (60) days of receipt of written notice of default. This Lease may be terminated by Lessee without further liability for any reason or for no reason, provided Lessee delivers written notice of termination to Lessor prior to the Commencement Date.

(b) This Lease may also be terminated by Lessee without further liability on thirty (30) days prior written notice (i) if Lessee is unable to reasonably obtain or maintain any certificate, license, permit, authority or approval from any governmental authority, thus, restricting Lessee from installing, removing, replacing, maintaining or operating Lessee's Facilities or using the Premises in the manner described in Paragraph 2 above; or (ii) if Lessee determines that the Premises are not appropriate for its operations for environmental reasons.

(c) This Lease may be terminated by Lessee upon thirty (30) days written notice for economic or technological reasons, including without limitation, signal strength, coverage or interference, so long as Lessee pays Lessor a termination fee equal to six (6) months Rent, at the then current rate.

10. Redevelopment. Subject to the other provisions of this Lease, in the event Lessor desires to redevelop, modify, remodel or in any way alter its property and any improvements thereon ("Redevelopment"), Lessor shall in good faith use its best effort to fully accommodate Lessee's continuing use of the Premises. Should any proposed Redevelopment necessitate the relocation of the Premises or Lessee's Facilities, and/or any alterations to Lessee's Facilities (subject to Lessee's prior written consent, which consent may be withheld in Lessee's discretion), Lessee shall relocate or make the necessary alterations, at Lessor's sole cost, expense and risk; provided however, that Lessor has provided Lessee with no less than one year prior written notice of Lessor's proposed Redevelopment. Upon demand from Lessee, Lessor shall reimburse Lessee for any costs or expenses arising out of, or associated with, such relocation or alteration. Lessor shall only be entitled to relocate Lessee's Facilities as set forth above following the expiration of the second (2nd) renewal term. Lessor shall not be entitled to relocate Lessee more than one (1) time during the term of this Lease.

11. Destruction of Premises. If the Premises or Lessor's Property is destroyed or damaged so as in Lessee's judgment, to hinder its effective use of Lessor's Property, Lessee may elect to terminate this Lease as of the date of the damage or destruction by so notifying Lessor no more than 30 days following the date of damage or destruction.

12. Condemnation. If a condemning authority takes all or a portion of Lessor's Property, which in Lessee's opinion is sufficient to render the Premises unsuitable for Lessee's use, then Lessee may terminate this Lease as of the date when possession is delivered to the condemning authority. In any condemnation proceeding each party shall be entitled to make a claim against the condemning authority for just compensation (which for Lessee shall include, the value of Lessee's Facilities, moving expenses, prepaid rent, business dislocation expenses, bonus value of the lease and any other amounts recoverable under condemnation law). Sale of all or part of the Premises to a purchaser with the power of eminent domain in the face of the exercise of its power of eminent domain, shall be treated as a taking by a condemning authority.

13. Indemnification.

(a) Lessee agrees to indemnify, defend and hold Lessor harmless from and against any and all injury, loss, damage or liability (or any claims in respect of the foregoing), costs or expenses (including reasonable attorneys' fees and court costs) arising directly out of the installation, use, maintenance, repair or removal of the Communication Facility or Lessee's breach of any provision of this Agreement, except to the extent

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attributable to the negligent or intentional act or omission of Lessor, its employees, agents or independent contractors.

(b) Lessor agrees to indemnify, defend and hold Lessee harmless from and against any and all injury, loss, damage or liability (or any claims in respect of the foregoing), costs or expenses (including reasonable attorneys' fees and court costs) arising directly out of the actions or failure to act of Lessor or its employees or agents, or Lessor's breach of any provision of this Agreement, except to the extent attributable to the negligent or intentional act or omission of Lessee, its employees, agents or independent contractors

14. Insurance. Lessee shall maintain the following insurance: (1) Commercial General Liability with limits of \$5,000,000.00 per occurrence, covering Lessee's use, occupancy and operations on the Premises; (2) Automobile Liability with a combined single limit of \$1,000,000.00 per accident; (3) Workers Compensation as required by law; and (4) Employer's Liability with limits of \$1,000,000.00 per occurrence. Each party to this Lease shall each maintain standard form property insurance ("All Risk" coverage) equal to at least 90% of the replacement cost covering their respective property. Each party waives any rights of recovery against the other for damages or loss due to hazards covered by their property insurance and each party shall require such insurance policies to contain a waiver of recovery against the other. Lessee shall name Lessor as an additional insured with respect to the above Commercial General Liability insurance. Lessee shall have the right to self-insure with respect to any of the above insurance.

15. Assignment/Sublease/Additional Users.

(a) Lessee may assign or sublet this Lease at any time to any of Lessee's partners or affiliates. Any other assignment or sublease requires Lessor's prior written approval.

(b) Approval by Lessor of an assignment or sublease shall not be unreasonably withheld, however it shall not be deemed unreasonable for Lessor to refuse to consent to an assignment or sublease without reasonable additional compensation to Lessor for additional users of the premises and/or facilities.

(c) Lessee shall, to the extent technology and space permit and to the extent that it does not interfere with Lessee's operations or other rights herein, make the facility available to maximize joint use by existing or future users of the property, including Lessor or other lessees of Lessor. Lessee shall be permitted to charge reasonable value to any joint user, other than Lessor, for use of Lessee's facilities or structures

16. Title and Quiet Enjoyment.

(a) Lessor represents and warrants that it has full right, power, and authority to execute this Lease. Lessor further warrants that Lessee shall have quiet enjoyment of the Premises during the Term of this Lease or any Renewal Term. Lessor hereby represents and warrants that it has obtained all necessary approvals and consents, and has taken all necessary action to enable Lessor to enter into this Lease and allow Lessee to install and operate Lessee's Facilities on the Premises, including without limitation, approvals and consents as may be necessary from other tenants, licensees and occupants of Lessor's Property.

(b) Lessee has the right to obtain a title report or commitment for a leasehold title policy from a title insurance company of its choice. If, in the opinion of Lessee, such title report shows any defects of title or any liens or encumbrances which may adversely affect Lessee's use of the Premises, Lessee shall have the right to terminate this Lease immediately upon written notice to Lessor.

17. Repairs/Removal/Restoration.

(a) All portions of the Communication Facility brought onto the property by Lessee will be and remain Lessee's personal property and Lessee shall properly maintain and repair all of its property in a timely and workmanlike manner, however, the light standard structure will become property of Lessor upon completion of construction of the Communication Facility, Lessee shall be responsible for maintenance of the light standard structure. Lessor's lighting equipment and associated wiring and cables shall be maintained by Lessor.

(b) Lessee shall not be required to make any repairs to the Premises except for damages to the Premises caused by Lessee, its employees, agents, contractors or subcontractors

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(c) Within sixty (60) days of the termination of this Agreement, Lessee will remove all Lessee improvements, with the exception of the light standard structure, and will restore the property to its original conditions, less ordinary wear and tear.

18. Environmental. Lessor represents that the Premises have not been used for the generation, storage, treatment or disposal of hazardous materials, hazardous substances or hazardous wastes. In addition, Lessor represents that no hazardous materials, hazardous substances, hazardous wastes, pollutants, asbestos, polychlorinated biphenyls (PCBs), petroleum or other fuels (including crude oil or any fraction or derivative thereof) or underground storage tanks are located on or near the Premises. Notwithstanding any other provision of this Lease, Lessee relies upon the representations stated herein as a material inducement for entering into this Lease.

19. Mediation/Arbitration.

(a) If a dispute, other than a disagreement regarding "market rent," arises from or relates to this Agreement or the breach thereof, and if the dispute cannot be resolved through direct discussions, the parties agree to endeavor first to settle the dispute in an amicable manner by mediation administered by a mediator under the American Arbitration Association's Rules before resorting to arbitration. The mediator may be selected by agreement of the parties or through the American Arbitration Association. Following mediation, any unresolved controversy or claim arising from or relating to this Contract or breach thereof shall be settled through arbitration which shall be conducted under the American Arbitration Association's Arbitration Rules. The arbitrator may be selected by agreement of the parties or through the American Arbitration Association. All fees and expenses for mediation or arbitration shall be borne by the parties equally. However, each party shall bear the expense of its own counsel, experts, witnesses, and preparation and presentation of evidence.

(b) Any dispute regarding "market rent" for the premises shall be resolved in accordance with Section 5 (b), above.

20. Miscellaneous.

(a) Notices shall be in writing and shall be delivered to:

<u>Lessee:</u>	<u>with a copy to:</u>	<u>and with a copy to:</u>
Cingular Wireless Lease Administration	Counsel - West Region	Cingular Wireless
6100 Atlantic Boulevard	Cingular Wireless	2445 – 140 th Avenue NE
1 st Floor	3345 Michelson Drive	Suite 202
Mail Code: GAN02	Suite 100	Bellevue, WA 98005
Norcross, GA 30071	Irvine, CA 92612	Attn: Property Manager

and to Lessor, Attn: City Manager, to the address given at the beginning of this Lease, or to the address specified in the most recent written notice of any change in address. Delivery of notices shall be made by hand, U.S. mail return receipt requested or reliable overnight courier.

(b) If Lessee is to pay Rent to a payee other than the Lessor, Lessor shall notify Lessee in advance in writing of the payee's name and address.

(c) The substantially prevailing party in any legal claim arising hereunder shall be entitled to its reasonable attorney's fees and court costs, including appeals, if any.

(d) Subordination. Lessor shall obtain for the benefit of LESSEE a commercially reasonable subordination, non-disturbance and attornment agreement (a "Non-Disturbance Agreement") from each holder of a mortgage, deed of trust, deed to secure debt or other similar instrument now or hereafter encumbering the Leased Property (a "Mortgage"), confirming that Lessee's right to quiet possession of the Leased Property during the term of this Agreement (including any extensions thereof) shall not be disturbed as long as LESSEE is not in default hereunder. No such subordination shall be effective unless the holder of such Mortgage shall, either in the Mortgage itself or in a separate agreement with LESSEE, agree that in the event of a foreclosure, or conveyance in lieu of foreclosure, of Lessor's interest in the Leased Property, such holder shall recognize and confirm the validity and existence of this Agreement and the rights of Lessee hereunder, and this Agreement shall continue in full force and effect and Lessee shall have the right to continue its use and occupancy of the Leased Property in accordance with

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the provisions of this Agreement as long as Lessee is not in default of this Agreement beyond applicable notice and cure periods. Lessee shall execute in a timely manner whatever instruments may reasonably be required to evidence the provisions of this paragraph. In the event the Leased Property is encumbered by one or more Mortgages on the Commencement Date, Lessor, no later than thirty (30) days after the Commencement Date, shall obtain and furnish to Lessee a Non-Disturbance Agreement in recordable form from the holder of each such Mortgage.

(e) If any provision of the Lease is invalid or unenforceable with respect to any party, the remainder of this Lease or the application of such provision to persons other than those as to whom it is held invalid or unenforceable, shall not be affected and each provision of this Lease shall be valid and enforceable to the fullest extent permitted by law.

(f) Terms and conditions of this Lease, which by their sense and context survive the termination, cancellation or expiration of this Lease, will so survive.

(g) This Lease shall be governed under Washington law, and be binding on and inure to the benefit of the successors and permitted assignees of the respective parties.

(h) Upon request, either party may require that a Memorandum of Lease attached as Exhibit C be recorded confirming the (i) Lease commencement, (ii) expiration date of the Term, and (iii) the duration of any Renewal Terms.

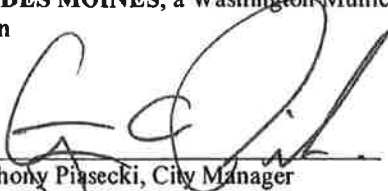
(i) This Lease constitutes the entire Lease between the parties, and supersedes all understandings, offers, negotiations and other leases concerning the subject matter contained herein. There are no representations or understandings of any kind not set forth herein. Any amendments, modifications or waivers of any of the terms and conditions of this Lease must be in writing and executed by both parties.

IN WITNESS WHEREOF, the parties have entered into this Lease effective as of the date first above written.

LESSOR:

CITY OF DES MOINES, a Washington Municipal Corporation

By:


Anthony Piasecki, City Manager
City of Des Moines

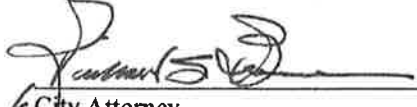
LESSEE:

PACIFIC BELL WIRELESS NORTHWEST, LLC,
a Delaware limited liability company, d/b/a
CINGULAR WIRELESS

By:


E. Bon MacLeod
Seattle Network Director

APPROVED AS TO FORM:


City Attorney

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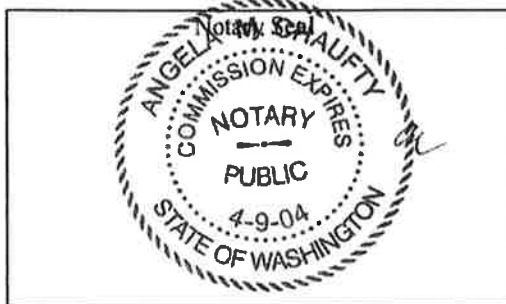
SITE NAME: DT DES MOINES

LESSOR'S ACKNOWLEDGMENT:

STATE OF WASHINGTON)
) SS.
 COUNTY OF KING)

I certify that I know or have satisfactory evidence that **Anthony Piasecki** is the person who appeared before me, and said person acknowledged that said person signed this instrument, on oath stated that said person was authorized to execute the instrument and acknowledged it as the City Manager of the **City of Des Moines**, to be the free and voluntary act of such party for the uses and purposes mentioned in the instrument.

DATED: 8/11/03



Angela M. Chaufly
 (Signature of Notary)
Angela M. Chaufly
 (Legibly Print or Stamp Name of Notary)
 Notary Public in and for the State of Washington
 My appointment expires: 4/9/04

SITE NUMBER: WA455-01

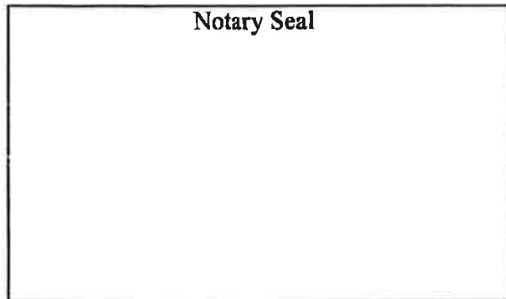
SITE NAME: DT DES MOINES

CINGULAR'S ACKNOWLEDGMENT:

STATE OF WASHINGTON)
) SS.
 COUNTY OF KING)

I certify that I know or have satisfactory evidence that **E. Don MacLeod** is the person who appeared before me, and said person acknowledged that said person signed this instrument, on oath stated that said person was authorized to execute the instrument and acknowledged it as the Seattle Network Director of **Cingular Wireless**, to be the free and voluntary act of such party for the uses and purposes mentioned in the instrument.

DATED: 29 August 2003



Alma N. Newgard
 (Signature of Notary)
ALMA N. NEWGARD
 (Legibly Print or Stamp Name of Notary)
 Notary Public in and for the State of Washington
 My appointment expires: March 22, 2005

SITE NUMBER: WA455-01

SITE NAME: DT DES MOINES

EXHIBIT A**LEGAL DESCRIPTION OF LESSOR'S PROPERTY**

Lessor's Property, situated in the County of King, State of Washington, of which the Premises are a part, is legally described as follows:

Legal Description:

(Type or copy the full legal description from the title report, or check here ☒ and attach survey as Exhibit A, Page 2.)

[illegible]

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EXHIBIT B**DESCRIPTION OF PREMISES**

The Premises consist of those areas described/shown below and where Lessee's communications antennae, equipment, cables and utilities occupy Lessor's Property. The Premises and the associated utility connections and access, including easements, ingress, egress, dimensions, and locations as described/shown below, are approximate only and may be adjusted or changed by Lessee at the time of construction to reasonably accommodate sound engineering criteria and the physical features of Lessor's Property.

(Insert drawing of Site below, or check here ☒ and attach drawing as Exhibit B, Page 2.)

A final drawing, Site Plan, or copy of a property survey substantially depicting the above will replace this Exhibit "B" when initialed by Lessor.

Notes

1. This Exhibit may be replaced by a land survey or Site Plan of the Premises once it is received by Lessee.
2. Setback of the Premises from the Lessor's boundaries shall be the distance required by the applicable governmental authorities.
3. Width of access road shall be the width required by the applicable governmental authorities, including police and fire departments.
4. The type, number and mounting positions and locations of antennas and transmission lines are illustrative only. Actual types, numbers, mounting positions may vary from what is shown above.
5. Exhibit B1, SCOPE OF WORK, attached and incorporated herein by this reference, is a part of this agreement, however the list of responsibilities included on Exhibit B1 are not exclusive of other responsibilities of the parties hereto as set forth in the Lease Agreement.

Exhibit B



x.cingularSM WIRELESS
2445 140th. NE #202
BELLVUE, WA 98005

WFISM WIRELESS FACILITIES
575 ANDOVER PARK WEST
SUITE 201
TUMWAL, WA 98148

 Mr. Alvin Francis B. 12310 Elm, 178th Street Woodbury, IA 50072 ph: (425) 415-0746 fax: (425) 415-0789	DATE: 02-24-03 DRAWN BY: JCK		CHECKED BY: RBN	
	REVISIONS		DATE DESCRIPTION	
	1	04-04-04	PRELIM. COS. JCK	
	2	04-04-04	FINAL. COS. JCK	
	3	04-04-04	FINAL. COS. JCK	
	4	04-04-04	FINAL. COS. JCK	
	5	04-04-04	FINAL. COS. JCK	
SITE NUMBER WA-455-01 D.T. DES MOINES 1000 S. 220TH ST. DES MOINES, MO. 64014				

CONSTRUCTION PLAN KEYED NOTES

- [illegible]

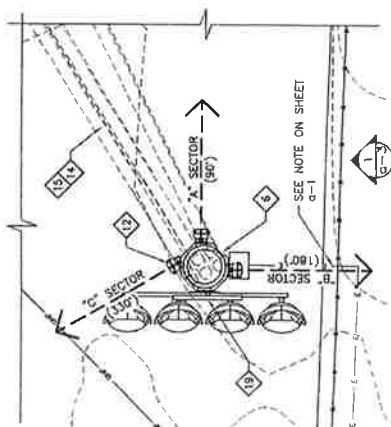
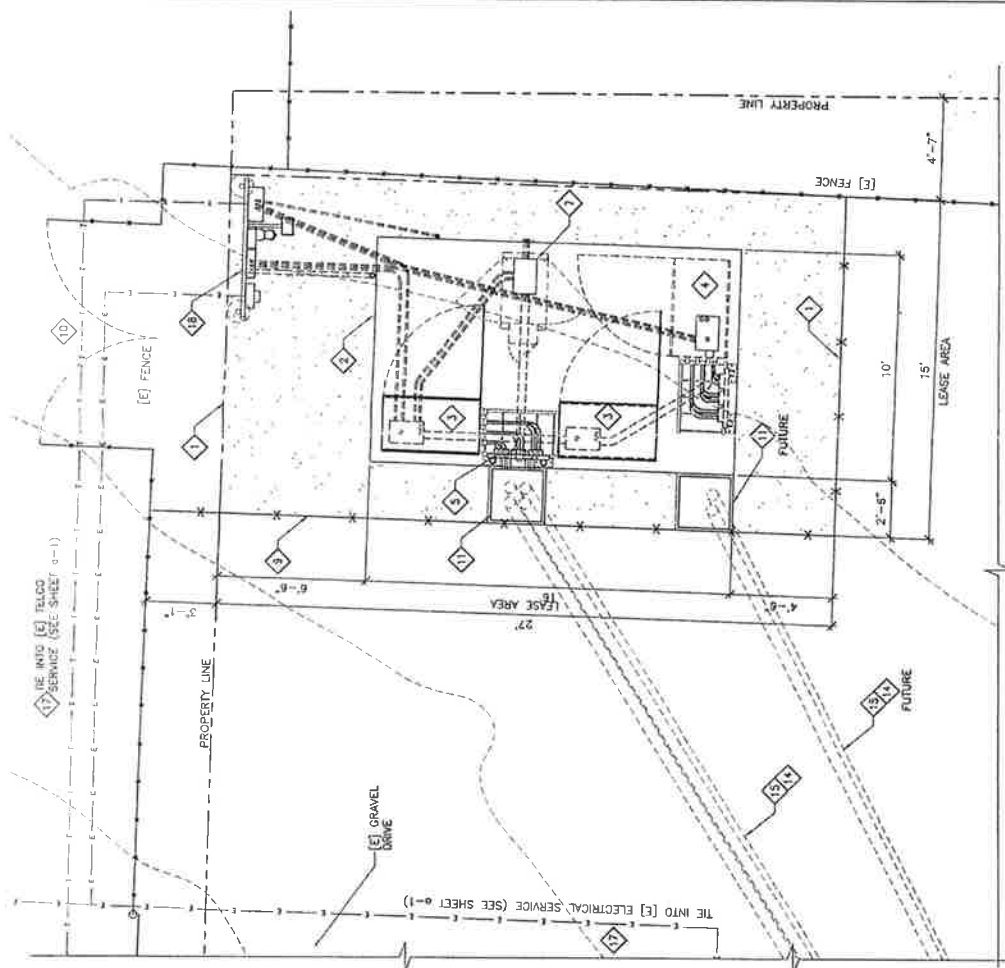
SITE NOTES

1. VERIFY ANTENNA BAY CLEARED AND ADJUSTING WITH FINAL SITE CONFIRMATION SHEET FROM R.F. ENGINEER.
2. ALL EXPOSED ANTENNAS, COAX AND MOUNTING HARDWARE TO BE PAINTED TO MATCH NEW LIGHT STANDARD.
3. CONTRACTOR TO NOTE MICROPLANE ANTENNA BAY CENTERS AND SIZES ON SHEET #3. MICROPLANE ANTENNA INFORMATION SHALL BE PROVIDED TO CONTRACTOR PRIOR TO INSTALLATION. CONTRACTOR SHALL: MR. JOHN HUNTER
ENGINEER
PH: (206) 240-9020
4. CONTRACTOR SHALL REGRADE AND RESTORE ALL DISTURBED AREAS TO THEIR EXISTING CONDITION.
5. GROUND SPACE WITHIN FENCED AREA TO BE CLEARED/GRADED/HYDROSEEDED.
6. CIRCULAR FENCED-IN AREA SHALL BE ACCESSED & LOOKED OVER PRIOR TO CONSTRUCTION. ANY DAMAGE TO FENCE SHALL BE SLATED TO MATCH EXISTING OWNERS FENCE.
7. AFTER CONSTRUCTION A PERMANENT MAINTENANCE AGREEMENT SHALL NOT BE PASSED WHEN FENCED AREA INTERFERES WITH THE ADJACENT PROPERTY.

COAX LENGTH SCHEDULE

COAX LENGTHS ARE CALCULATED FROM THIS DRAWING SET. ANY DEVIATION FROM THE PROPOSED DESIGN MAY REQUIRE ALTERATION OF COAX LENGTHS. CONTRACTOR SHALL ENSURE THAT FINAL DESIGN AND

SECTOR	LENGTH	# COAX	DIAMETER
SECTOR "A"	148"	4	1 5/8"
SECTOR "B"	148"	4	1 5/8"
SECTOR "C"	148"	4	1 5/8"



GRAPHIC SCALE

(IN FEET)

ENLARGED SITE PLAN

24" x 36" SCALE: 3/8" = 1'-0"
11" x 17" SCALE: 3/16" = 1'-0"



For distinction of true and magnetic north - refer to site survey (if available)

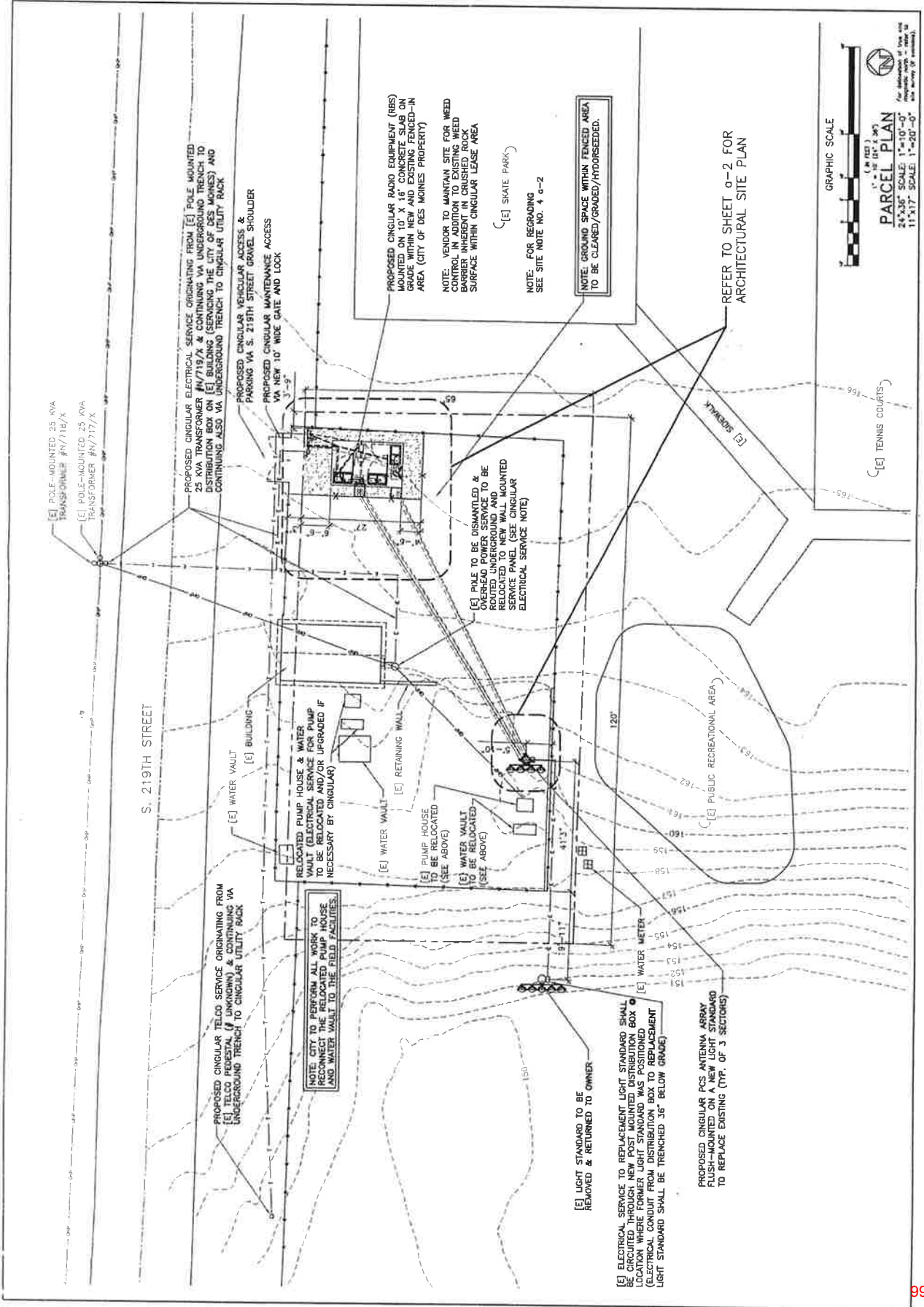


EXHIBIT B1
SCOPE OF WORK

Cingular Wireless Construction at Des Moines Field House Park

General

- A. Per § 3 of the Lease, Tenant is preparing, executing, filing, and complying with all required Governmental Approvals and Regulations.
- B. Tenant to clean site daily during construction. At end of each day, site must be left safe and secured.
- C. Tenant understands that this is a public facility, and that it must be in service during most, if not all, hours of construction required by this Contract. Tenant to ensure that construction will not interfere with the Americans with Disabilities Act (ADA) accessible entrance.

Scope of Work

- A. Tenant to remove existing left field light pole, which will be retained by Landlord to be used at another ball field. Tenant to replace with new left field light pole to new area agreed upon by Tenant and Landlord as depicted in approved Construction Drawings. Tenant to reinstall MUSCO field lighting fixtures on the new left field light pole per MUSCO and Landlord field lighting standards.
- B. Daily removal and disposal of all materials, debris and trash generated by this project.
- C. One-year guarantee on all work performed by Tenant.
- D. Verify location of all underground utilities before commencement of Work. Remove no utilities, unless depicted on approved Construction Drawings. All utilities to run underground. If unexpected conditions arise, stop work and immediately notify Landlord. In all phases of the work, the Tenant, at no additional cost, shall repair all damage caused by the Tenant to any existing utilities.

Landlord Responsibilities

- A. Locate all above-ground utilities
- B. On-site Landlord observation and construction supervision.

**RECORDING REQUESTED BY, AND
WHEN RECORDED, RETURN TO:**

CINGULAR WIRELESS LLC
2445 – 140th Ave. NE, Suite 202
Bellevue, WA 98005

MEMORANDUM OF AGREEMENT

Grantor: CITY OF DES MOINES, a Washington Municipal Corporation
Grantee: PACIFIC BELL WIRELESS NORTHWEST, LLC, a Delaware limited liability company, d/b/a Cingular Wireless
Legal Description: NW 1/4 SE 1/4 S8 T22N R 4E (abbreviated legal)
Official legal description attached as Exhibit A
Assessor's Tax Parcel ID No.: 082204 - 9034-03
Site Number & Name: WA 455-01 DT DES MOINES

This Memorandum of Agreement is made by and between CINGULAR WIRELESS LLC, a Delaware limited liability company, on behalf of Pacific Bell Wireless Northwest, LLC, a Delaware limited liability company, d/b/a Cingular Wireless, whose address is 2445 – 140th Avenue, Ave. NE, Suite 202, Bellevue, WA 98005 (hereinafter referred to as "Lessee"), and CITY OF DES MOINES, a Washington Municipal Corporation, whose address is 21630 – 11th Ave S., Des Moines WA 98198 (hereinafter referred to as "Lessor").

RECITALS

WHEREAS, Lessor and Lessee have executed that certain Communication Site Lease Agreement ("Agreement") dated as of 29 August, 2003, covering certain premises ("Premises") situated on certain real property located in the County of King, State of Washington, and more particularly described in Exhibit A attached hereto and incorporated herein by this reference; and

WHEREAS, Lessor and Lessee desire to record notice of the Agreement in the county's official records;

NOW, THEREFORE, in consideration of the foregoing, Lessor and Lessee hereby declare as follows:

1. **Demise**. Lessor has leased Premises to Lessee (together with access rights), and Lessee has hired the Premises from Lessor, subject to the terms, covenants and conditions contained in the Agreement for the purpose of installing, operating and maintaining a radio communications facility and other improvements. All of the foregoing are set forth in the Agreement.

2. **Expiration Date**. The term of the Agreement is scheduled to commence with the issuance of a local building permit and shall expire five (5) years thereafter, subject to Lessee's option to extend the term for two (2) additional terms of five (5) successive years each.

Exhibit C

3. **Agreement Controlling.** This Memorandum is solely for the purpose of giving constructive notice of the Agreement. In the event of conflict between the terms of the Agreement and this Memorandum, the terms of the Agreement shall control.

IN WITNESS WHEREOF, the parties have executed this Memorandum of Agreement as of the day and year first above written.

LESSOR:

CITY OF DES MOINES, a Washington
Municipal Corporation

By: _____

Anthony Piasecki
City Manager

LESSEE:

PACIFIC BELL WIRELESS NORTHWEST, LLC,
a Delaware limited liability company, d/b/a
CINGULAR WIRELESS

By: _____

E. Don MacLeod
Seattle Network Director

APPROVED AS TO FORM:

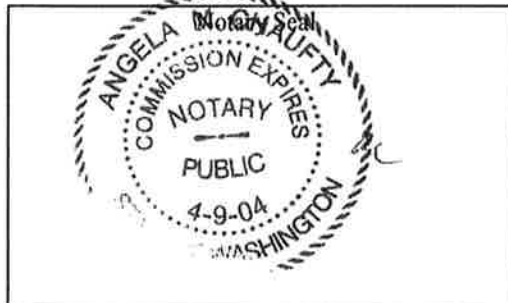
City Attorney

LESSOR'S ACKNOWLEDGMENT:

STATE OF WASHINGTON)
) ss.
COUNTY OF King)

I certify that I know or have satisfactory evidence that **Anthony Piasecki** is the person who appeared before me, and said person acknowledged that said person signed this instrument, on oath stated that said person was authorized to execute the instrument and acknowledged it as the City Manager of the **City of Des Moines** to be the free and voluntary act of such party for the uses and purposes mentioned in the instrument.

DATED: 8/11/03



(Signature of Notary)
Angela M. Chaufy
(Legibly Print or Stamp Name of Notary)
Notary Public in and for the State of Washington
My appointment expires: 4/9/04

Fidelity National Title Company of Washington
 ALTA Commitment, Page 2
 Order No. N211336

LEGAL DESCRIPTION:

PARCEL A:

The West 120 feet of the North 75 feet of the East 607 feet of the South 368 feet of the Northwest quarter of the Southeast quarter of Section 8, Township 22 North, Range 4 East W.M.;
 EXCEPT the North 10 feet thereof conveyed to King County by deed recorded under Recording No. 4801585, records of King County, Washington.

Situate in the County of King, State of Washington.

PARCEL B:

Beginning 932 feet West of the Southeast corner of the Northwest quarter of the Southeast quarter of Section 8, Township 22 North, Range 4 East W.M.;
 THENCE North along the East line of Hanes' Addition to Des Moines a distance of 369.7 feet;
 THENCE East 200 feet;
 THENCE South 369.7 feet to the North line of New Addition to Des Moines;
 THENCE West to place of beginning;

ALSO, all of fractional Block 52, The New Addition to the Town of Des Moines, according to the Plat thereof recorded in Volume 4 of Plats, Page 84, records of King County, Washington;
 EXCEPT the South 10 feet of the North 30 feet of that portion of the East 932 feet of the Northwest quarter of the Southeast 1/4 of said Section 8, and the West 15 feet of the East 30 feet of the East 932 feet of the Northwest quarter of the Southeast quarter of section lying Southerly of S. 219th Street and Westerly of 11th Ave. S. as now established by King County.

Situate in the County of King, State of Washington.

PARCEL C:

The North 80 feet of the South 180 feet of the West 100 feet of the East 531.9 feet of the Southeast quarter of the Northwest quarter of the Southeast quarter of Section 8, Township 22 North, Range 4 East W.M., records of King County, Washington.

Situate in the County of King, State of Washington.

Fidelity National Title Company of Washington
ALTA Commitment, Page 3
Order No. N211336

SCHEDULE A (continued):

LEGAL DESCRIPTION (continued):

PARCEL D:

Lots 15 and 16, Block 54, NEW ADDITION TO THE TOWN OF DES MOINES,
according to the Plat thereof recorded in Volume 4 of Plats, Page 84,
records of King County, Washington.

Situate in the County of King, State of Washington.

PARCEL E:

Lots 15 and 16, Block 53, NEW ADDITION TO THE TOWN OF DES MOINES,
according to the Plat thereof recorded in Volume 4 of Plats, Page 84,
records of King County, Washington.

Situate in the County of King, State of Washington.

PARCEL F:

The South 368 feet of the West 100 feet of the East 632 feet of the
Northwest quarter of the Southeast quarter of Section 8, Township 22
North, Range 4 East W.M.;
EXCEPT the East 75 feet of the North 120 feet thereof;

ALSO, the South 367.7 feet of the West 100 feet of the East 732 feet of
the Northwest quarter of the Southeast quarter of said Section 8.

Situate in the County of King, State of Washington.

Fidelity National Title Company of Washington
 ALTA Commitment, Page 4
 Order No. N211336

SCHEDULE A (continued):

LEGAL DESCRIPTION (continued):

PARCEL G:

Beginning 345 feet West of the Southeast corner of the Northwest quarter of the Southeast 1/4 of Section 8, Township 22 North, Range 4 East W.M.;
 THENCE North 367.6 feet to the South line of the Ethel O. Peck Road;
 THENCE West along said South line of said road 195.1 feet;
 THENCE South to the North line of the New Addition to the Town of Des Moines;
 THENCE East 186.9 feet to the point of beginning;
 LESS the South 100 feet of the West 100 feet of the above described property deeded by W.R. Case and Louise Case, husband and wife, to the above named Grantor (Des Moines Civic Betterment Committee) under date of June 22, 1938 and recorded under Recording No. 3001205;
 AND LESS the North 80 feet of the South 180 feet of the West 100 feet of the above described property deeded by W.R. Case & Louise Case, husband and wife, to Des Moines Civic Betterment Committee under the date of October 20, 1938 and recorded under Recording No. 3020598;

ALSO, fractional Blocks 55 and 56, New Addition to the Town of Des Moines, as recorded in Volume 4 of Plats, Page 84, records of King County, Washington, together with all rights accruing to the same by reason of the vacation of street and alley adjoining.

Situate in the County of King, State of Washington.

NOTE FOR INFORMATIONAL PURPOSES ONLY:

The following may be used as an abbreviated legal description on the documents to be recorded, per amended RCW 65.04. Said abbreviated legal description is not a substitute for a complete legal description within the body of the document.

Ptn S8-T22N-R4E

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A G E N D A I T E M

BUSINESS OF THE CITY COUNCIL City of Des Moines, WA

SUBJECT: Setting a Public Hearing Date to consider Draft Ordinance 18-105 amending the Des Moines 2035 Comprehensive Plan and Preferred Land Use Map

ATTACHMENTS:

1. Preferred Land Use map amendments

FOR AGENDA OF: September 13, 2018

DEPT. OF ORIGIN: Community Development

DATE SUBMITTED: September 5, 2018

CLEARANCES:

- ☒ Community Development SNC
☐ Marina _____
☐ Parks, Recreation & Senior Services _____
☒ Public Works PRC

CHIEF OPERATIONS OFFICER: DSB

- ☒ Legal LG
☐ Finance _____
☐ Courts _____
☐ Police _____

APPROVED BY CITY MANAGER
FOR SUBMITTAL: [Signature]

Purpose and Recommendation

The purpose of this Agenda Item is for the City Council to set a public hearing date for the consideration of Draft Ordinance No. 18-105 that would amend the Des Moines 2035 Comprehensive Plan codified in Chapter 18.05 and Chapter 18.25 Des Moines Municipal Code (DMMC). The following motion will appear on the consent calendar:

Suggested Motion

Motion 1: “I move to set a public hearing on October 18, 2018, or as soon thereafter as the matter may be heard, to consider Draft Ordinance No. 18-105 amending Chapters 18.05 and 18.25 DMMC.”

Background

The comprehensive plan *Des Moines 2035 – Charting Our Course for a Sustainable Future* is the City’s official statement with respect to its vision for future growth and development. It identifies goals, policies, and strategies for maintaining the health, welfare, and quality of life of the Des Moines’ residents. The comprehensive plan is comprised of individual elements addressing general planning, land use,

transportation, environment, capital facilities/utilities/ public services, parks, recreation and open space, housing, economic development, neighborhoods and public health.

The 1990 Growth Management Act is codified in RCW 36.70A. It requires, among other things, that “cities ... take action to review and, if needed, revise their *comprehensive plans* and development regulations (*emphasis added*) to ensure the plan and regulations comply with the requirements of this chapter . . . Any amendment of or revision to development regulations shall be consistent with and implement the comprehensive plan.”

Chapter 18.25 Comprehensive Plan of the Des Moines Municipal Code sets forth the process and standards of review that must be used by staff and City Council in analyzing proposed amendments to the Comprehensive Plan and associated maps, including initiation of amendments, schedule for initiation and review of amendments, contents for application for amendment and decision criteria. Applications for amendment of the City of Des Moines Comprehensive Plan may be submitted to the Planning, Building and Public Works Department between January 1st and June 30th of each calendar year (DMMC 18.25.060(1)). Consistent with the provisions of DMMC 18.20.080A, the Comprehensive Plan amendments are considered Type VI land use actions and require a public hearing before the City Council.

Discussion

The docket for the 2018 comprehensive plan amendments includes seven (7) proposed amendments of which one was a public request and the remaining six are City staff initiated.

2018-1: Preferred Land Use Map Amendment #1 – On June 28, 2018, the City of Des Moines received an application for a Comprehensive Plan map amendment and zoning reclassification. The requested Comprehensive Plan map amendment is to change the preferred land use designation for 12 properties from SF-Single Family and T-Townhome to MF-Multifamily (Refer to Attachment 1). The properties include tax parcels 0822049163, 0822049013, 0822049093, 0822049122, 0822049080, 0822049118, 0822049186, 0822049187, 0822049011, 0822049012, 0822049166, and 0822049161.

The requested rezone would implement the revised land use designation through a zoning reclassification from Residential Single Family 8,400 (RS-8,400) and Residential Attached Townhome and Duplex (RA-3,600) to Residential Multifamily 2,400 (RM-2,400).

Pursuant to DMMC 18.25.050(4), “requests for redesignation of property shall be considered and the final decision rendered prior to City Council consideration of any request for reclassification of the same property.” The public hearing for the zoning reclassification is proposed to follow the hearing for the 2018 Comprehensive Plan Amendments.

The City is initiating the following housekeeping amendments. There are four amendments to the Preferred Land Use map to add new parks and to add boundaries around the planned unit developments (PUDs) that have been recorded. In addition, there are some minor amendments to Capital Facilities Element to amend the adoption dates for several plans and to the Parks, Recreation and Open Space Element to add parks to the City’s inventory.

2018-2 Preferred Land Use Map Amendment #2 – Change the preferred land use for Mary Gay Park (tax parcels 0576000753, 0576000755 and 0576000760) from SF-Single Family to PARK.

2018-3 Preferred Land Use Map Amendment #3 – Change the preferred land use for the Van Gaskin Special-Use Park (tax parcel 2009003295) from MF-Multifamily to PARK.

2018-4 Preferred Land Use Map Amendment #4 – Add a PUD boundary around the Blueberry Lane PUD Subdivision.

2018-5 Preferred Land Use Map Amendment #5 – Add a PUD boundary around the Des Moines Creek Business Park Phase IV PUD.

2018-6 Chapter 5: Capital Facilities, Utilities and Public Services Element – Amend the adoption dates for the following plans:

- City of Des Moines Comprehensive Transportation Plan (2016, as amended)
- City of Des Moines Parks, Recreation and Senior Services Master Plan (2016, as amended)
- Highline Water District Water System Plan (2016)
- Southwest Suburban Sewer District Sewer Plan (2014)
- Lakehaven Utility District Sewer Facility Plan (2016)
- Highline School District Capital Facilities Plan (2018)
- Federal Way Public Schools 2018 Capital Facilities Plan (2017)
- Highline College Master Plan (2017)

2018-7: Chapter 6: Parks, Recreation and Open Space Element – Amend PR 13.3.2 Existing Neighborhood Parks to add Mary Gay Park and PR 13.3.5 Existing Special-Use Parks to add the Van Gaskin Park.

A staff report associated with the proposed amendments will be provided in the Council Agenda for the public hearing.

Alternatives

The City Council may:

1. Set the public hearing on October 18, 2018.
2. Set a different hearing date.

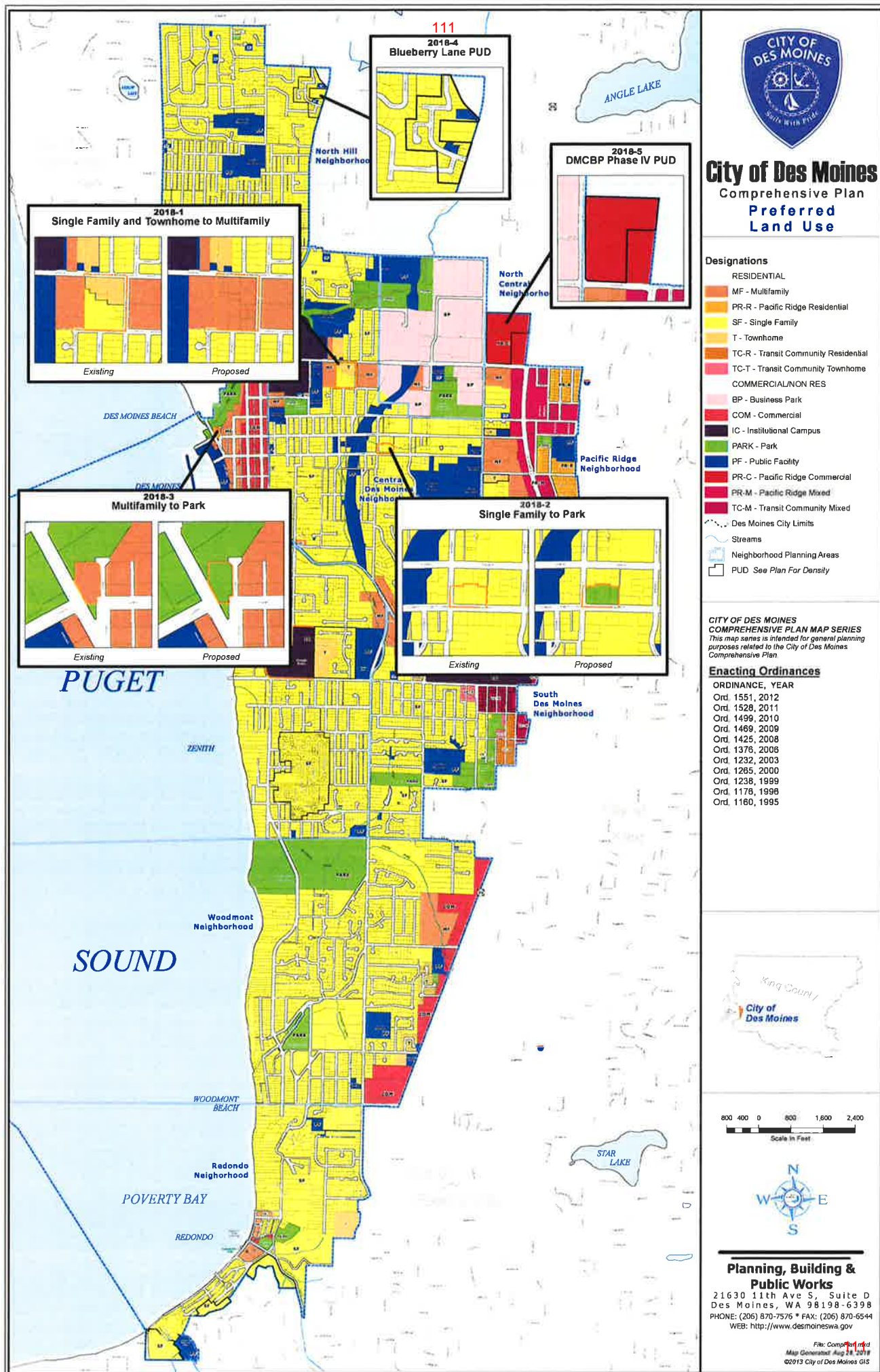
Financial Impact

There is no financial impact by setting the public hearing date.

Recommendation or Conclusion

Staff recommends that the City Council set the public hearing date on October 18, 2018.

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A G E N D A I T E M

BUSINESS OF THE CITY COUNCIL City of Des Moines, WA

SUBJECT: Set a Public Hearing to consider Draft Ordinance 18-099 related to the S 216th Street zoning reclassification.

ATTACHMENTS:

1. Proposed Zoning Map Amendment

FOR AGENDA OF: September 13, 2018

DEPT. OF ORIGIN: Community Development

DATE SUBMITTED: September 5, 2018

CLEARANCES:

- ☒ Community Development SNC
☐ Marina _____
☐ Parks, Recreation & Senior Services _____
☒ Public Works PR

CHIEF OPERATIONS OFFICER: DSB

- ☒ Legal JS
☐ Finance _____
☐ Courts _____
☐ Police _____

**APPROVED BY CITY MANAGER
FOR SUBMITTAL:** [Signature]

Purpose and Recommendation

The purpose of this Agenda Item is for the City Council to set a public hearing date for the City Council to consider Draft Ordinance No. 18-099 amending Des Moines Municipal Code (DMMC) 18.10.050 Adoption of official zoning map, to reclassify tax parcels 0822049163, 0822049013, 0822049093, 0822049122, 0822049080 from RA-3,600 Residential Attached Townhouse or Duplex 3,600 Zone and tax parcels 0822049118, 0822049186, 0822049187, 0822049011, 0822049012, 0822049166 and 0822049161 from RS-8,400 Residential Single-Family 8,400 Zone to RM-2,400 Residential Multifamily 2,400 Zoning. The zoning reclassification will create consistent zoning with the immediate area to the west and east which are currently zoned RM-2,400. The following motion will appear on the consent calendar.

Suggested Motion

Motion 1: “I move to set a public hearing on October 18, 2018, or as soon thereafter as the matter may be heard, to consider Draft Ordinance No. 18-099 amending of official zoning map, to reclassify tax parcels 0822049163, 0822049013, 0822049093, 0822049122, 0822049080 from RA-3,600 Residential Attached Townhouse or Duplex 3,600 Zone and tax parcels 0822049118, 0822049186, 0822049187, 0822049011, 0822049012, 0822049166 and 0822049161 from RS-8,400 Residential Single-Family 8,400 Zone to RM-2,400 Residential Multifamily 2,400 Zoning.”

Background

On June 28, 2018, the City of Des Moines received an application for a Comprehensive Plan map amendment and zoning reclassification. The requested Comprehensive Plan map amendment to change the preferred land use from SF-Single Family and T-Townhome to MF-Multifamily has been docketed for consideration with the City of Des Moines 2018 Comprehensive Plan amendments and will be considered by the City Council prior to the hearing for this zoning reclassification request.

The Residential Multifamily 2,400 Zone was established to provide areas for a greater population density and to ensure efficient and economical provision of public service facilities to meet the needs of future development within the zone. The property consists of five parcels zoned Residential Attached Townhouse or Duplex (RA-3,600) and seven parcels zoned Single-Family Residential 8,400 (RS-8,400). There are properties located immediately to the west and east of the subject area zoned RA-2,400.

The proposed parcels currently have Comprehensive Plan preferred land use designations of Townhome and Single-Family. With the current growth within the area and the interest of the project proponent the City has the opportunity to provide increased housing options to serve the current and future needs of the community.

Discussion

The zoning reclassification request would change the current zoning for parcels 0822049163, 0822049013, 0822049093, 0822049122, 0822049080, 0822049118, 0822049186, 0822049187, 0822049011, 0822049012, 0822049166 and 0822049161 from RA-3,600 Residential: Attached Townhouse or Duplex and Residential Single-Family 8,400 Zones to Residential Multifamily 2,400 Zone (Refer to Attachment 1).

The proposed zoning reclassification would provide the opportunity for additional housing capacity and diversity located in close proximity to transit and newly created jobs within the Des Moines Creek Business Park, thereby providing a meaningful economic benefit of increased labor mobility. In addition, the proposed zoning reclassification aids the City in reaching the goal of an adding over 3,000 housing units by 2035 as outlined in the Land Use Element of the *Des Moines 2035 Comprehensive Plan* by increasing capacity and the possibility of development within a prime gateway area in Central Des Moines.

This rezone application is a Type IV land use action, and will be considered by the City Council in a quasi-judicial process.

Alternatives

The City Council may:

1. Set the public hearing date for October 18, 2018.
2. Set a different hearing date.

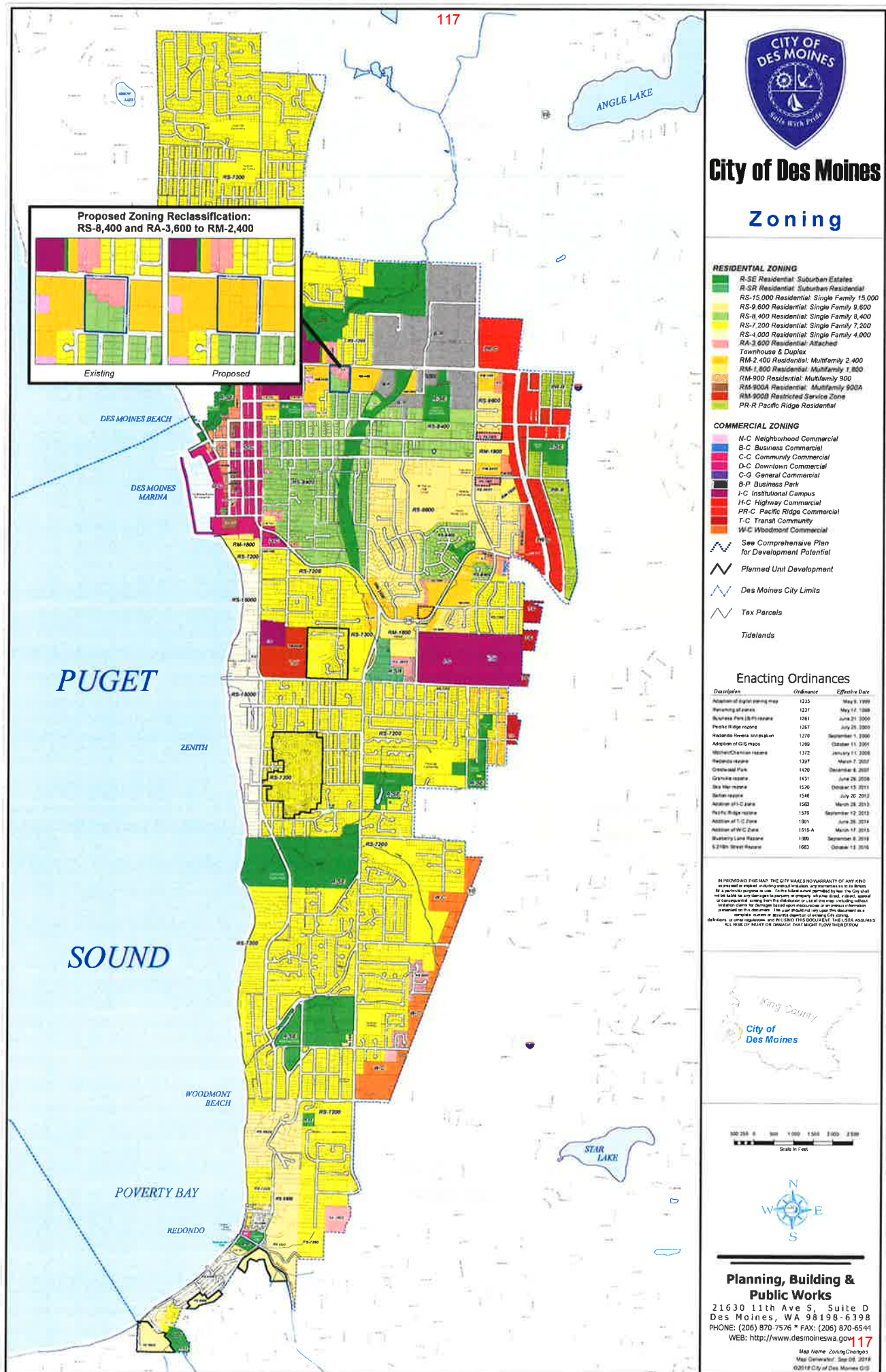
Financial Impact

There is no financial impact by setting the public hearing date.

Recommendation or Conclusion

Staff recommends that the City Council set a public hearing on October 18, 2018, or as soon thereafter as the matter may be heard, to consider Draft Ordinance No. 18-099.

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A G E N D A I T E M

BUSINESS OF THE CITY COUNCIL City of Des Moines, WA

SUBJECT: Human Services Advisory Committee
Appointments

FOR AGENDA OF: September 13, 2018

DEPT. OF ORIGIN: Administration

DATE SUBMITTED: September 7, 2018

ATTACHMENTS:

1. Applications

CLEARANCES:

- ☐ Community Development
- ☐ Marina
- ☐ Parks, Recreation & Senior Services _____
- ☐ Public Works

CHIEF OPERATIONS OFFICER: _____

- ☐ Legal Y6
- ☐ Finance
- ☐ Courts
- ☐ Police

APPROVED BY CITY MANAGER
FOR SUBMITTAL: 

The purpose of this agenda item is to recommend City Council approval of appointments to the City of Des Moines Human Services Advisory Committee.

Suggested Motion

Motion: “I move to confirm the Mayoral appointments of John Scully, Jr., Sile Grace Matsui, and Lauren Frederick each to an unexpired term on the City of Des Moines Human Services Advisory Committee effective immediately and expiring on December 31, 2019.”

Background

The City Council adopted Ordinance No. 1047 establishing the Human Services Advisory Committee in February, 1993. The ordinance details the powers, duties, membership, and meeting requirements for the Human Services Advisory Committee. The Committee is chartered with evaluating and recommending annual funding for human services agency requests submitted to the City. The Committee consists of seven members. Two of the members of the Committee need not be residents of the City. The Committee terms are for two years and members may be appointed for up to two terms.

Discussion

John Scully, Jr., Sile Grace Matsui and Lauren Frederick are seeking to fill three vacancies by committee members who have resigned.

Alternatives

None provided.

Financial Impact

No financial impact.

Recommendation/Concurrence

Des Moines Administration recommends the Mayoral appointments John Scully, Jr., Sile Grace Matsui and Lauren Frederick each to an unexpired term on the Human Services Advisory Committee.

RECEIVED



121
CITY OF DES MOINES
APPLICATION FOR APPOINTEE OFFICE
 21630 11th Avenue South
 Des Moines, WA 98198

Recvd DEC 19 2017

CITY OF DES MOINES
CITY CLERKPlease Check

NAME: John Scully Jr.
 ADDRESS: 21443 13th Ave South
 CITY/ZIP: Des Moines, 98198
 PHONE: Home 206-890-6024 Work 253-277-8922
 LENGTH OF RESIDENCE AT THE ABOVE ADDRESS
10 years REGISTERED VOTER? Yes
 E-MAIL ADDRESS: john@scullyagency.com

- ☐ Civil Service Commission
☐ Library Board
☒ Human Services
☐ Senior Services
☐ Arts Commission
☐ Marina Beach Park
☐ Landmarks Commission
☐ Lodging Tax Committee

EMPLOYMENT SUMMARY LAST FIVE YEARS: Business Owner Scully Agency-Farmers Insurance
last 4 years, prior to that University of Washington Medical Center medical Assistan

Are you related to anyone presently employed by the City or a member of a City Board? No
 If yes, explain: _____

Do you currently have an owning interest in either real property (other than your primary residence or a business) in the Des Moines planning area? No if so, please describe: Not currently but looking at moving my business into Des Moines when my current lease expires

IN ORDER FOR THE APPOINTING AUTHORITY TO FULLY EVALUATE YOUR QUALIFICATIONS FOR THIS POSITION, PLEASE ANSWER THE FOLLOWING QUESTIONS USING A SEPARATE PAPER IF NECESSARY.

1. Why do you wish to serve in this capacity and what can you contribute? I believe in transparency and feel our City Council is going the correct direction, but with business community leaders having a oversight or view of the operations it ensures all the checks and balances are in place. I believe in being vocal by community involvement

2. What problems, programs or improvements are you most interest in? Youth, Senior issues, budget concerns, and traffic issues

3. Please list any Des Moines elective/appointive offices you have run/applied for previously: none, but I have been a part of the Kent Chamber for the past 3 years and the past 2 years co-chair of the Education Committee



CITY OF DES MOINES
APPLICATION FOR APPOINTEE OFFICE
 21630 11th Avenue South
 Des Moines, WA 98198

RECEIVED
 Recvd. NOV 27 2017
CITY OF DES MOINES
CITY CLERK
Please Check

NAME: Sile Grace Matsui
 ADDRESS: 302 S 216th Street
 CITY/ZIP: Des Moines 98198
 PHONE: Home 206-775-4387 Work _____
 LENGTH OF RESIDENCE AT THE ABOVE ADDRESS 7 years
 REGISTERED VOTER? Yes
 E-MAIL ADDRESS: silegrace@gmail.com

- ☐ Civil Service Commission
☐ Library Board
☒ Human Services
☐ Senior Services
☐ Arts Commission
☐ Marina Beach Park

EMPLOYMENT SUMMARY LAST FIVE YEARS: DAWN (Domestic Abuse Women's Network) 2005-2015,
Alzheimer's Association 2015-2016, EvergreenHealth 2016-Present

Are you related to anyone presently employed by the City or a member of a City Board? No
 If yes, explain: _____

Do you currently have an owning interest in either real property (other than your primary residence or a business) in the Des Moines planning area? No if so, please describe: _____

IN ORDER FOR THE APPOINTING AUTHORITY TO FULLY EVALUATE YOUR QUALIFICATIONS FOR THIS POSITION, PLEASE ANSWER THE FOLLOWING QUESTIONS USING A SEPARATE PAPER IF NECESSARY.

1. Why do you wish to serve in this capacity and what can you contribute? See attached.

2. What problems, programs or improvements are you most interest in? See attached.

3. Please list any Des Moines elective/appointive offices you have run/applied for previously. _____
 This is the first elective or appointive office I have applied or run for.

Sile Grace Matsui**1. Why do you wish to serve in this capacity and what can you contribute?**

I am a Social Worker by profession and have served and lived in South King County for over 12 years. I have experience working with survivors of domestic violence, family caregivers caring for those suffering with dementia, and individuals who are homebound and struggling with mental illness. I have a unique insight into the lives of those most vulnerable in our community and have been looking for a way to use my experience to shape our community. I've been seeking a way to become more involved and this seems like the best fit for my personal knowledge base.

2. What problems, programs or improvements are you most interested in?

I am most interested in addressing the gaps in services that currently exist. The people I serve in our community cite lack of resources locally as a barrier to their wellbeing. All of the social concerns that exist in Seattle exist in smaller scale in our community without the appropriate resources to address them. Homelessness, drug abuse, domestic violence, transportation, food, shelter, and access to appropriate medical and mental health services are the issues I'd hope to address as a member of this committee. In addition, many of the clients I've worked with professionally access this city's Senior Services in one way or another. As our population ages, maintaining and expanding these services would be a priority.



CITY OF DES MOINES
APPLICATION FOR APPOINTEE OFFICE
 21630 11th Avenue South
 Des Moines, WA 98198

RECEIVED

Recvd. **JUL 24 2018**

CITY OF DES MOINES
CITY CLERK

Please Check

NAME: Lauren Frederick
 ADDRESS: 433 S. 207th St.
 CITY/ZIP: Des Moines, 98198
 PHONE: Home 206-356-7866 Work _____
 LENGTH OF RESIDENCE AT THE ABOVE ADDRESS 13 yrs
 REGISTERED VOTER? yes
 E-MAIL ADDRESS: LAUREN.E.FREDEBICK@gmail.com

- ☐ Civil Service Commission
☐ Library Board
☒ Human Services
☐ Senior Services
☐ Arts Commission
☐ Marina Beach Park

EMPLOYMENT SUMMARY LAST FIVE YEARS: Public policy manager at The Mockingbird Society, a foster care and homeless youth advocacy organization since Jan. 2017. Prior to that, Executive Assistant at The Mockingbird Society for 12 years.

Are you related to anyone presently employed by the City or a member of a City Board? No
 If yes, explain: _____

Do you currently have an owning interest in either real property (other than your primary residence or a business) in the Des Moines planning area? No if so, please describe: _____

IN ORDER FOR THE APPOINTING AUTHORITY TO FULLY EVALUATE YOUR QUALIFICATIONS FOR THIS POSITION, PLEASE ANSWER THE FOLLOWING QUESTIONS USING A SEPARATE PAPER IF NECESSARY.

1. Why do you wish to serve in this capacity and what can you contribute? I have a strong understanding of complex human services issues and would like to contribute my thinking and knowledge to human services in Des Moines. I understand children's issues, state legislative process, nonprofit coalitions, and housing issues especially for youth. I have lived in Burien or Des Moines for much of my life and may be able to be a liaison for the Des Moines Transformers group.
2. What problems, programs or improvements are you most interest in? I would like to see Des Moines work collaboratively with other South King County cities to address issues of human services which impact us all, including housing and mental health.

3. Please list any Des Moines elective/appointive offices you have run/applied for previously. N/A



CITY COUNCIL REGULAR MEETING

Speaker Sign-Up Sheet

September 13, 2018

[illegible]

Engaging Trees Speaker Series

Exploring the vital role of trees in our lives



Wednesday, September 19, 7 PM – The Cultural Value of Trees

Panel discussion featuring Joanna Nelson de Flores/Forterra, Ken Workman/Duwamish Tribe, Linda McClamrock/artist, Rose Clark/Des Moines Memorial Drive Preservation Committee
Des Moines Odd Fellows Hall, 728 S 225th Street, Des Moines

Saturday, October 13, 9 AM – A Natural and Cultural History Hike Through Trees

Led by writer/naturalist Jim Demetre, with Spanish language interpretation available

Des Moines Creek Trail, 2151 S 200th Street (overflow parking at Angle Lake Light Rail Garage)

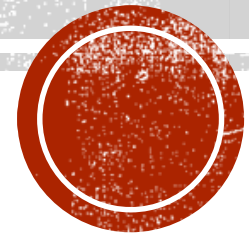
Sunday, November 18, 2 PM – What People Can Learn From Trees

Speaker Lynda Mapes, author of “Witness Tree” and Seattle Times environmental reporter

Burien Library, 400 SW 152nd Street, Burien

This FREE series has been curated by SoCoCulture and is made possible by the Port of Seattle Airport Communities Ecology Fund and the fiscal sponsorship of the Highline Heritage Museum, with additional support provided by 4Culture, the Des Moines Historical Society and KCLS
More info at SoCoCulture.org/calendar/

CITY MANAGER MONTHLY REPORT



July-August 2018

CITY MANAGER

- Ice Cream Social at Activity Center
- Churros at Activity Center
- Welcome Reception for Highline College President, John Mosby
- Met with Terry Davis, Comcast, to discuss installation of new equipment for Council meetings
- Attended Budget Proviso Meeting.
- Attended Planning, Building and Public Works All Staff Meeting.
- Attended Wesley Homes Annual Barbeque.
- Port Commissioner Steinbrueck Tour of Des Moines.
- Met with Outdoor Research.
- Attended Court Staff Meeting.
- Attended SCORE Administrative Board Meeting.
- Tour of Downtown Seattle with Council and Staff.
- Attended Kent Officer Diego Moreno's Memorial.
- Aviation Advisory Committee Meeting.
- Attended Ultra Fine Particle Meeting.
- Attended Marina Tenant Meeting.
- Airport Impact Meeting with Representative Tina Orwall.
- Attended Marina Staff Meeting.



CHIEF OPERATIONS OFFICER



CITY CLERK

- Ice Cream Social and Churro Event at the Activity Center.
- Public Records Statistics:
 - o July 137
 - o August 144
 - 281 with 15 outstanding for July & August.
 - o Total Outstanding (includes 2017): 38.
 - o Total Requests Received Year to Date: 1,062.
 - 2017 January-August: 1,184.



COMMUNITY DEVELOPMENT

Planning & Development Services Division

- Staff and consultants are participating in the scoping meetings for the Sustainable Airport Master Plan.
- SEPA DNS and public hearing notice issued on 8/31/18 for the Landmark property rezone from RM-900B Zone to I-C Zone.
- Design review application submitted for Highline Place Building 2 that includes 229 market-rate apartment units, 2 levels of structured parking and 6,000 SF of retail space.
- Shoreline Master Program Periodic Review - Ecology approved an additional \$5,000 in funds. An open house was held on 8/14/18 and information booth hosted at the Farmer's Market on 8/25/18.

SMP website: <http://www.desmoineswa.gov/smp>

Building Division

- Building permit issued for Wesley Gardens Phase II. This 306,300 SF building contains 136 units of independent living and 22,000 square feet of amenity space.
- Highline Place Building 1 (87,105 SF) is nearing completion.
- Construction has begun on the BB Nails site.
- Des Moines Theater project is under construction. Work includes placement of footings and utility location/installation.



COURT

- New court clerk, Ashley Grover, started September 4th
- Des Moines DUI Court will enroll their first participant this month.
- Melissa Patrick, probation officer, presented a session on “Navigating the Court Interwebs” for the Misdemeanant Probation Academy at the Criminal Justice Training Center earlier this week.



EMERGENCY MANAGEMENT

- CERT Des Moines class preparations – Working w/ Volunteer Barb Vasey on plans for our first class.
- NIMS/Position Specific training – Working with KCOEM on their training calendar for 2019
- CEMP Plan will follow a Agency Department Focused Format
- Core Capabilities process to be conducted with Departments to establish roles and responsibilities, etc.
- Working with Dan and Michael to set-up our Des Moines Area Emergency Management Group



FINANCE

July

- Bond Ordinance for the 2018 Limited General Obligation (LTGO) and Refunding Bonds approved by City Council.
- Reviewed and finalized the 2019-2024 Capital Improvement Plan and adopted by City Council.
- Met with Legal and Community Development departments to review the required update for City Business License rules. Cities that issue business licenses must adopt the model ordinance by January 1, 2019.
- Finance Director and the Finance Manager participated in the Seattle Tour on July 28th.
- The City's Financing Team for the 2018 LTGO Bond issue held a tour and Rating Agency Presentation for S&P Global Ratings. Received a AA+ bond rating on July 30th from S&P Global Ratings.

August

- Participated in the City Council Budget Retreat for 2019 Budget.
- Met with Microflex, Inc. regarding services provided for tracking sales and business & occupation (B&O) taxes.
- Successful pricing for the 2018 LTGO and Refunding Bonds. Finalized bond documents for the sale of the 2018 LTGO and Refunding Bonds on 9/6/2018.
- Worked with IT to provide departments access to revenue and expenditure reports in the financial accounting system.
- Continued to work on the 2019 Preliminary Budget Document.



LEGAL

- Finalized draft telecommunications ordinance update which was approved by the City Council in July.
- Using City's new code, conducted franchise negotiations with Verizon and now Extenet for installation of small cell facilities. Briefed Ad Hoc Franchise Committee.
- Worked with Marina on moorage dispute that resulted in appeal to Hearing Examiner. Appeal has been withdrawn.
- Converted all criminal prosecution paperwork to electronic. Prosecutors office is now paperless.
- Prosecutor had back to back jury trials for Stalking and Assault 4 and Criminal Trespass in August that resulted in convictions on all counts.
- Prepared condemnation documents for 216th project and continued negotiations and document review for upcoming project.



MARINA

- Great 4th of July, Great Waterland weekend, Wooden boat show/car show
- Strong fuel sales and Weekend Yacht club visits
- Best season in years for weekly Guest moorage (good fishing)
- Full Marina for August
- Installed the new ADA ramp near the Farmers market.
- Disposed of two derelict boats (two down two to go)
- Parking Revenues
 - 2018 year to date Combined Revenue: **\$130,025.03**



PARKS, RECREATION & SENIOR SERVICES

Events and Facilities

- The Arts Commissions concert series concluded August 22 with the Beatniks. Record-breaking attendance for the series - over 6,260.
- Managed 24 rentals in July and 27 in August, as well as the Arts Commission/community events
- Smoke on the Water (BBQ Dinner) was provided by Destination Des Moines

Recreation

- Summer Camp KHAOS ended the summer up 20% over last year with 323 registrations.
- Youth T-Ball - 11 teams and 152 registrations.
- Youth Soccer started in late August, there are currently a total of 33 teams and 369 registrations.

Activity Center

- Wild West Bingo on October 5 is 70% subscribed
- Outreach table at the Saturday Farmers Market successfully brought in more participants.
- First Caregiver Support Group attracted 15 people. Well received!
- 90% of our fall trips are full with waiting lists



POLICE

- Redondo Response and efforts
- K9 program update
- Crime Analyst/Detective position appointment and announcement
- ATF position appointment and announcement
- Sergeant promotional testing
- New hires: Mara Dominowski and Rochelle Blackwell



PUBLIC WORKS

- City Wayfinding signs
- South 223rd Street Roadway Rehabilitation Project and work stoppage
- Grant submitted for 24th Ave S from South 223rd Street to Kent-Des Moines Road. Results in mid-November.
- Working together with PD using 'Sector' database system
- South 251st Stormwater Outfall project
- Steven J Underwood Playground Project





City of Des Moines, Washington

Post Pricing Information Related to the City's Limited Tax General Obligation and Refunding Bonds, 2018

September 13, 2018

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Final Bond Statistics – Refunding Bonds and New Money Bonds

Refunding Bonds

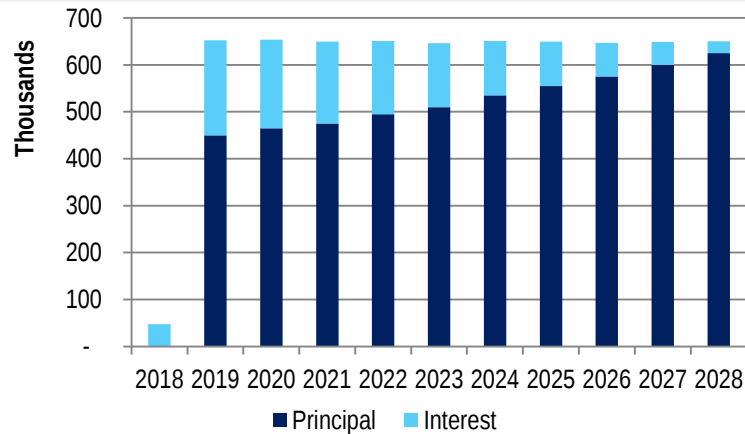
Sources

Par Amount	\$	5,285,000
Premium	\$	415,234
Total Sources	\$	5,700,234

Uses

Escrow Deposits	\$	5,637,892
Costs of Issuance	\$	33,603
Underwriter's Discount	\$	28,738
Total Uses	\$	5,700,234

Annual Debt Service



Bond Statistics

Average Annual Debt Service	\$639,516
Average Life (years)	6.04
True Interest Cost %	2.61%
All In True Interest Cost %	2.73%
NPV Savings	\$551,374
NPV Savings %	9.96%

New Money Bonds

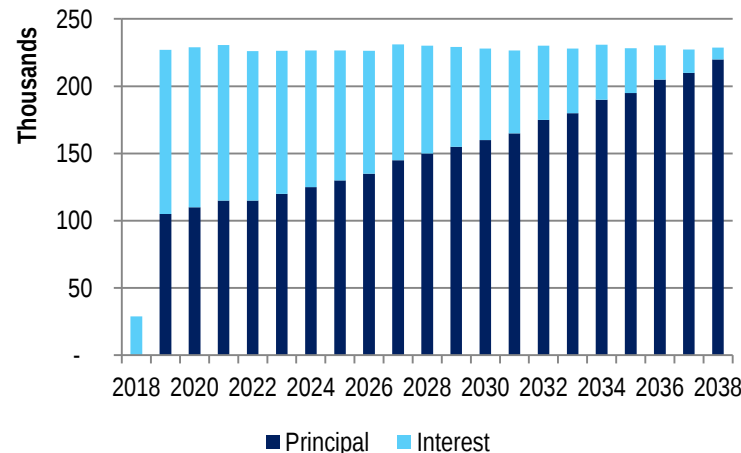
Sources

Par Amount	\$	3,105,000
Premium	\$	235,857
Total Sources	\$	3,340,857

Uses

Project Fund Deposit	\$	3,300,000
Costs of Issuance	\$	23,973
Underwriter's Discount	\$	16,884
Total Uses	\$	3,340,857

Annual Debt Service



Bond Statistics

Average Annual Debt Service	\$227,104
Average Life (years)	12.03
True Interest Cost %	3.25%
All In True Interest Cost %	3.32%

Financial Impact of the City's Rating Increase

- The City earned S&P's second highest rating (AA+) from S&P.
- This is a very strong credit rating and reflects very positively on the City and its management.
- The AA+ from S&P is three notches higher than the City's previous Moody's rating of A1.
- Due to the fact that the City's 2012 Bonds still maintain the lower, A1 rating from Moody's, that rating level is still visible to the investing community.
- This is referred to as a "split" rating. Thus, the City's 2018 Bonds priced at yields slightly higher than a "true" AA+ credit would. The City's bonds priced at a level in-between the AA+ and A1 levels, with a bias towards the higher credit rating.
- According to KBCM's sales and underwriting desk, without the City's AA+ rating from S&P, spreads on the City's bonds would have been up to 10 basis points higher across the curve. This would have raised debt service costs on the bonds by ~\$50,000 over the life of the debt.
- As the 2012 Bonds are paid off December 1, 2022, the Moody's rating will no longer be visible to the market. At that point, the City should price as a true AA+ credit, which at today's credit spreads equate to a total 15-20 basis points in yield benefit.



Moody's	S&P	Fitch	Description
Aaa	AAA	AAA	Prime
Aa1	AA+	AA+	High grade
Aa2	AA	AA	
Aa3	AA-	AA-	
A1	A+	A+	Upper medium grade
A2	A	A	
A3	A-	A-	
Baa1	BBB+	BBB+	Lower medium grade
Baa2	BBB	BBB	
Baa3	BBB-	BBB-	
Ba1	BB+	BB+	Non-investment grade; speculative
Ba2	BB	BB	
Ba3	BB-	BB-	
B1	B+	B+	Highly speculative
B2	B	B	
B3	B-	B-	
Caa1	CCC+	CCC	Substantial risks
Caa2	CCC		Extremely speculative
Caa3	CCC-		Default imminent with little prospect for recovery
Ca	CC		
	C		

Municipal Market Data Curve “Credit Spreads” Have Narrowed Considerably

- Further, it is important to note that credit spreads in general are at some of the lowest levels we’ve seen in the past decade (see chart and table below). As interest rates continue to rise, credit spreads will “widen out” and the City will see more and more benefit from its higher credit rating.

