

City Manager 2020 Actions and Accomplishments

COVID:

- Issuance of emergency proclamation early March, 2020
- First meeting regarding the Emergency Operations Center capacity starting January 16, 2020
- Standing up the Emergency Operations Center early March, 2020
- Working closely with our first responders, fire and police
- Conducting daily and then weekly status updates of the EOC
- Working with staff to identify building closures, city facility closures and assurances that deep cleaning and safety precautions were in place
- Strategizing with staff over virtual approaches to COVID
- Working and maintaining the safety of our staff amidst COVID
- Putting in place appropriate precautionary measure, (health screening before entering City Hall, etc.)
- Working with the City Clerks' office and our IT Department to implement Zoom Council and committee meetings
- Encouraging city staff to receive COVID vaccine

WORK FORCE:

- Working to minimize disruption to our city work force as a result of COVID, taking advantage of federal programs and requiring layoffs
 - Implementing a hiring lag
 - Laying off (36) extra hire employees
 - Attrition through retirement incentives
 - Elimination of (3) regular positions
 - Leaving select vacancies unfilled and/or unfunded
 - Reassignment of some personnel to help with our response to COVID-19
 - Negotiating a "mutual shared risk" concept for Teamster wages in 2021 and 2022
 - Continued "coaching" process for staff with professional coaching consultant.

BUDGET

- Maintained solvent City finances through unprecedented conditions in 2020 and recommended a solvent budget to Council for 2021, which was passed by Council
- Received a clean bill of health from the State Auditor for our Comprehensive Annual Financial Report
- Received a Government Finance Officer Association award for 3 consecutive years
- Did not institute available 1% property tax increase in order to help residents financially during pandemic

ECONOMIC DEVELOPMENT

- Created and implemented the EATS program
- Developed the GRO program and implemented that spending, which was approximately half a million dollars
- Continued efforts as possible with Marina redevelopment

- Focused on passenger ferry service and associated possibilities
- Participated in DNR rental rate reduction with other senior staff
- Worked closely with SR3 on their successful hospital development
- Once again promoted and assisted the implementation of the flower baskets beautification program in the downtown
- Dealt with multiple emergency situations – Woodmont mud slide and restoration of roadways
- Early part of the year continued to meet with developers
- Participated in the re-tooling of all development services, moving to electronic submittal, review and issuance, and keeping development moving forward in Des Moines and Fund 105 healthy
- Ongoing efforts to identify development pattern and appropriate sequencing of steps in marina redevelopment
- Worked with Judge Leone and Court Administrator Johnson to streamline our Municipal Court process resulting in a virtual court setting.

INCIDENTAL EVENTS

- January of 2020 met with new Councilmembers JC Harris and Anthony Martinelli and senior staff to brief them on City activities
- Worked closely on an ongoing basis with the StART Committee process
- Meetings with senior staff and elected officials at the airport, the port and other cities to determine the costs moving forward, which resulted in us rejoining StART
- Participated in the acquisition of Midway Park land
- Continued to participate in the baseline economic study on the advisory board for the department of commerce
- Continued to work with Rep. Orwall on the Ultrafine Particle Study
- Continued City participation financially in phase two of that study.
- Multiple conversations with Trig Fortune regarding the disposition of his property in Des Moines (the pit)
- Continued relationships with other external agencies; Highline College, Highline School District, Small Business Development Center
- Continued participation on the Administration Board of SCORE
- Participation in various city legal matters as required
- Preliminary environmental evaluation of 223rd as a transportation mode/urban creek
- Discussions regarding Maritime High School
- Continued to emphasize team approach to management

LEGISLATIVE EFFORTS

- Worked closed with Anthony Hemstad on furthering the city legislative positions and resources from the State of Washington.
- Worked with Public Works to facilitate utility undergrounding behind the Theater in the alley way
- Intergovernmental relations and communications with cities in the region