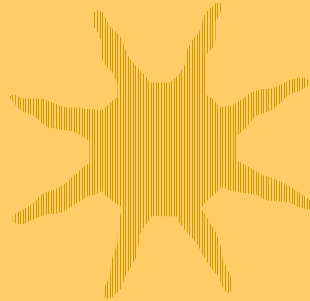
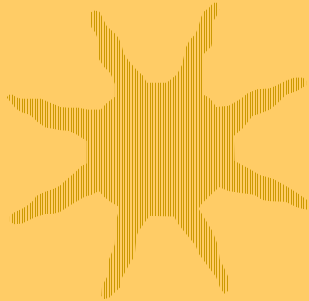
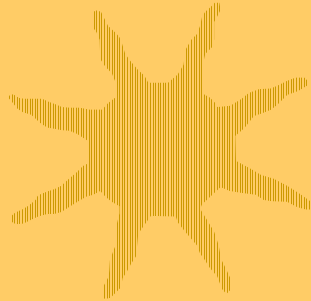


# *Mid-Year Progress Report*

## 2007 Goals & Performance Update

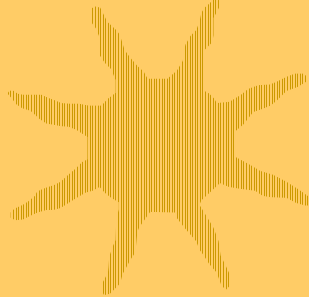
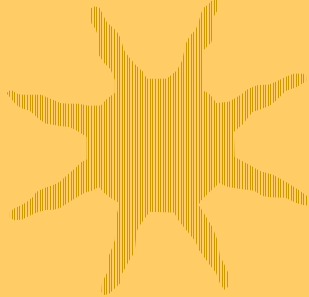
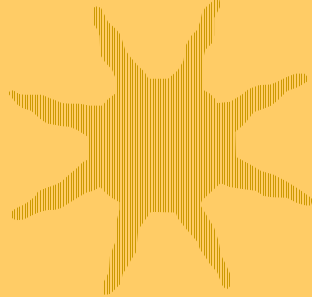
# Governance

- Goal: Advance the Civic Center and Public Safety Building Project
  - Negotiation of leases with Panattoni Development completed successfully resulting in Notice to Proceed with the Civic Center Project
- Goal: Identify and Remove Archaic DuPont Municipal Code (DMC) Language
  - Archaic code sections are being identified and ordinance to repeal/amend language is being drafted
- Goal: Continue to Enhance the Content and Use of the Website
  - Enhanced website debuted in May 2007
- Goal: Increase the Use of C-RCC and the Rainier Media Center
  - Working on video projects using Rainier Media Center including oral history projects
  - Cablecast of the first City Council meeting of month was continued with potential of carrying as On-Demand



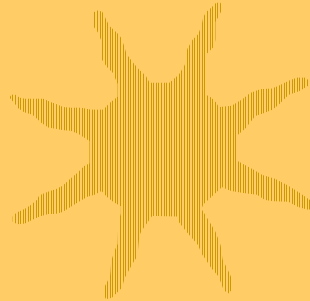
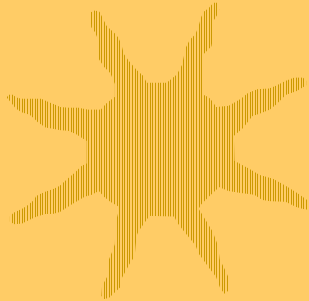
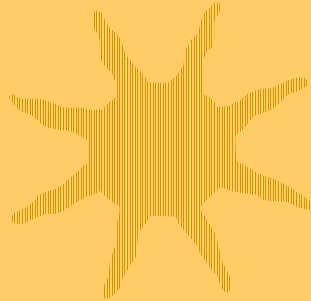
# Governance

- Goal: Continue to Develop a Citizen Academy and Volunteer Program to Engage Citizens
  - Citizen Academy Sessions conducted on Active Citizenship, Local Government, Finance and Budget, and Public Safety
  - Participation by City Volunteers in Parks Appreciation Day, Spring Egg Hunt, and Adopt-a-Street & Park programs
- Goal: Use the Mid-Year Report and Annual Mayor's Report to Inform the Public
  - Reports are presented at City Council meeting and then posted on website
- Goal: Provide a Regular Newsletter, Featuring Articles and Stories on DuPont's Progress
  - Quarterly newsletters continue to be enhanced and expanded



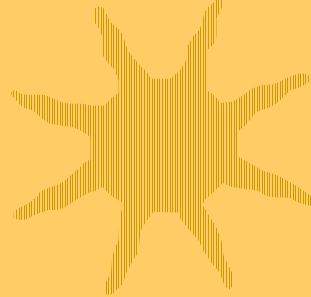
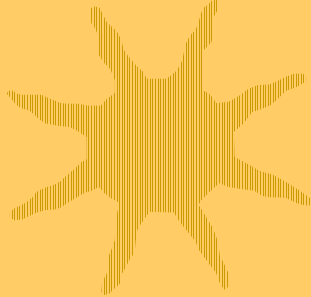
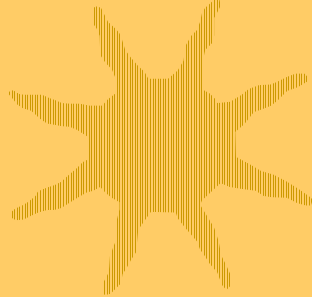
# Governance

- Goal: Investigate Regional Service Delivery Models
  - Facilitated Regional Discussions on Sewer Transfer and Fire/ALS Services
- Goal: Facilitate the Interaction with the DuPont Business Association
  - Facilitated RFP and Proposal for Community Branding Effort
  - DuPont Business Association meetings are held at City Hall
- Goal: Provide Staff and Elected Officials Training on Local, State and Federal Mandates including NIMS and the Local Incident Command System
  - Staff and Elected Officials are on schedule to be up-to-date with training requirements by end of year



# *Governance*

- Other Accomplishments
  - Participated in International Exchanges to promote democratic processes
  - Adopted Exempt Employee Policy
  - Collective Bargaining Agreements adopted for Police and DuPont Employees' Association
  - Agreements with Nisqually Point Defense Fund and Weyerhaeuser for protection of historical sites and structures
  - Provided 95% of targeted local, state, and federal mandated training for employees
  - Agreement approved for Interim Policy Facility



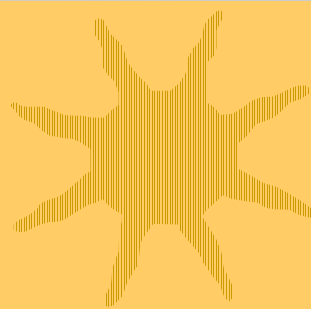
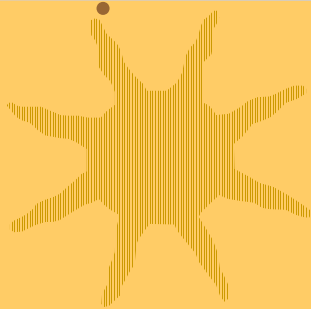
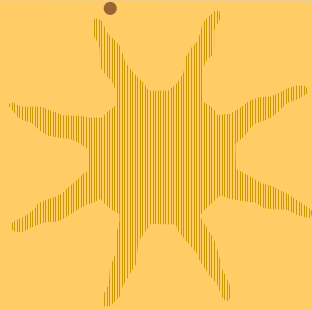
# Support Services

Goal: Continue to Facilitate Efficiencies in the City's Annual Budget Development Process

- Continue revising budget process with Mayor, Council & Staff
- Enhanced budget document for 2007

Goal: Continue Improving Financial Processes & Systems to Increase Efficiencies, and Maintain & Enhance the City's Financial Integrity

- Continuous monitoring of financial processes to identify & implement streamlined procedures
- Enhanced cost-recovery initiative for outstanding accounts receivable
- Ongoing cross-training of Finance, City Clerk & HR staff



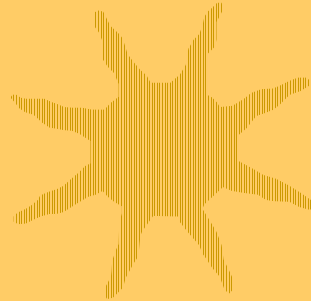
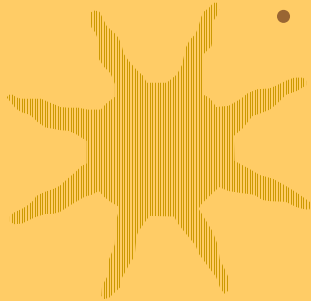
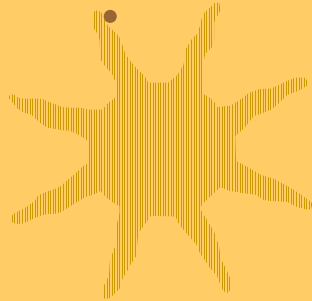
# Support Services

Goal: Provide Financial Analysis & Reports for City Council, Mayor and Managerial Decision Making

- Distribution of monthly status & line-item reports
- Preparation of Quarterly Financial Reports
- Quarterly budget amendments to improve accuracy of budget and financial reporting
- Coordinated long-range revenue & expenditure planning process

Goal: Oversee the Planned Infrastructure Upgrade to the City's Information Technology System

- New servers and anti-virus software installed in July 2007
- Financial software upgrade to occur in Fall 2007
- Inventory of software in progress to bring City up-to-date and into compliance in 2008



# Support Services

Goal: Review Financial Policies & Procedures and Submit to Council for Adoption as Needed

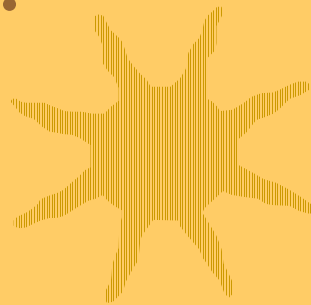
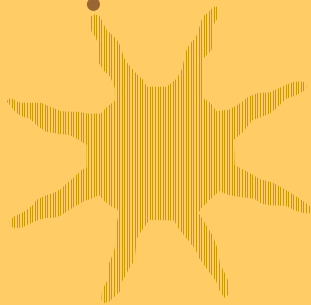
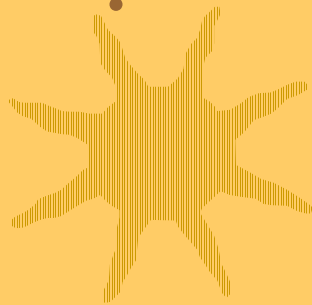
- Draft Financial Policies distributed to Council for further discussion
- Donation Policies & Procedures adopted by City Council
- Researching new policies & procedures which should be implemented

Goal: Maintain and Enhance the City's Financial Integrity

- Completed 2002-2005 State Audit with only one finding for late reporting
- 2006 Financial Statements submitted to State in timely fashion

Goal: Provide a Useful Technology System that Enhances and Facilitates the Way City Services and Information is Provided

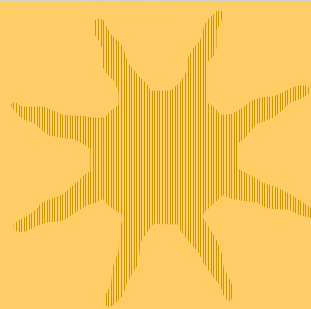
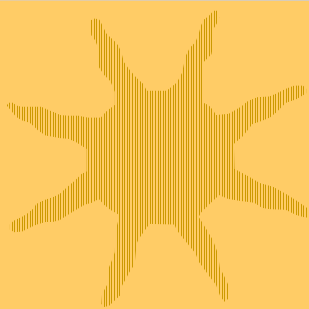
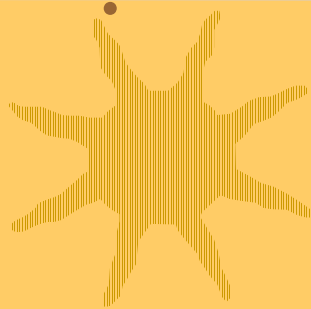
- Routine computer maintenance schedule implemented
- Replaced several computers per Equipment Replacement schedule



# Support Services

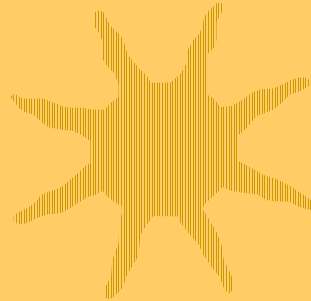
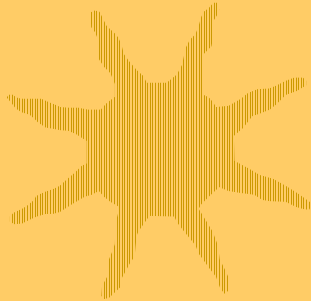
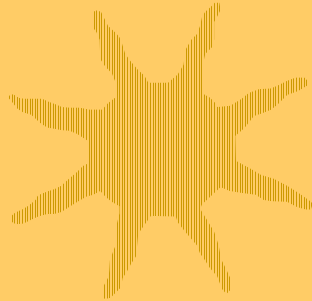
## Other Mid-Year Accomplishments

- Published 2007 budget & posted on City website
- Participated on City negotiation team for Police, Fire and DEA collective bargaining agreements
- Participated on City negotiation team for Civic Center leases with Panattoni Development
- Facilitated AWC Risk Assessment
- Worked with City Administrator and HR Analyst on Exempt Staff Policy
- Worked with Public Works Director and City Engineer on Historic Village Sewer project closeout and negotiations with Pierce County for transfer of sewer
- Served as FEMA primary contact for damage reimbursements associated with December 2006 windstorm
- Prepared information regarding Metropolitan Park District model



# *Police Department*

- Goal: Increase the Allotted Reserve Force from 5 to 10 Officers
  - Graduated 4 reserve officers from the reserve police academy, bringing the total number of reserve officers to 6
- Goal: Hire Additional Patrol Officers to Provide Better Service and Increase Officer Safety
  - Added a Detective position in 2007
- Goal: Recruit Additional Citizen Volunteers
  - Recruitment efforts are continuing.
  - Total of 5 members of Citizen Volunteer Group



# *Police Department*

• Goal: Maintain Highly Visible Patrol and Timely Criminal Investigations

- ATV Patrol continues to increase visibility on the trails
- Detective position will help with criminal investigations

• Goal: Continue Traffic Enforcement in Key Areas to Reduce Speeding and Increase Safety

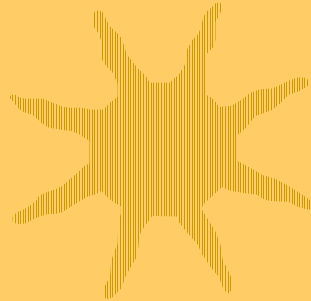
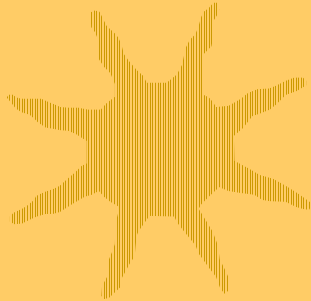
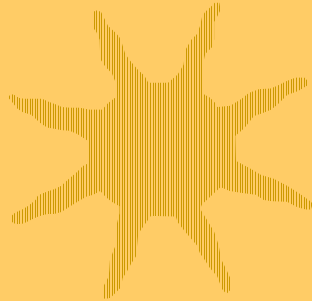
- Increased efforts in key areas resulting in over 1 195 traffic tickets

• Goal: Transition to the Planned New Police Facility

- Moved into the interim Police Facility on Center Drive in July

• Goal: Continue Partnerships with both Residential and Business Members to Provide Education & Cooperating in Keeping a Low Crime Rate

- Regular meetings with businesses to discuss crime issues and work on preventative measures
- Neighborhood Watch Program & Identity Theft Prevention training

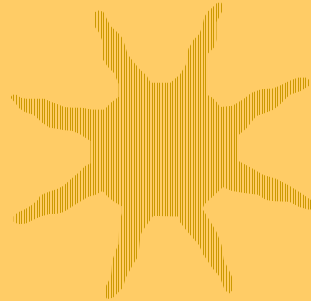
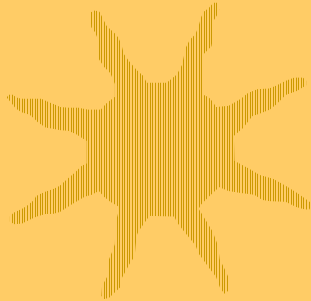
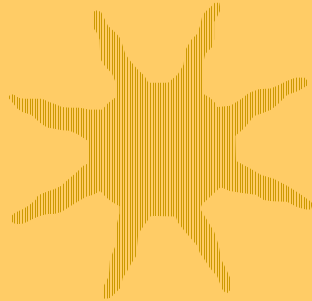


# *Police Department*

- Goal: Increase Participation by City Youth in Police Sponsored After-School Programs & Events, to Promote a Positive Atmosphere
  - Participated in National Night Out to provide safety information, child fingerprinting, and crime prevention
  - Participated in safety presentation for the Girl Scouts on Stranger Danger
  - Bike & Helmet Safety program

- Other Accomplishments:

- Coordinated the 4<sup>th</sup> of July Parade and Trail patrol with 100% success of no fireworks related fires or injuries reported to the Police Department



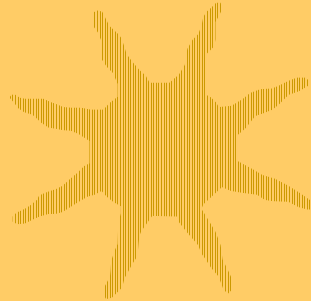
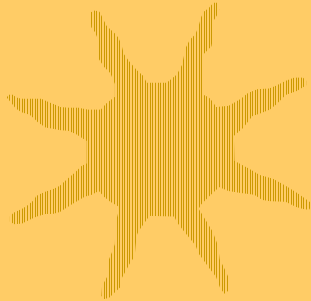
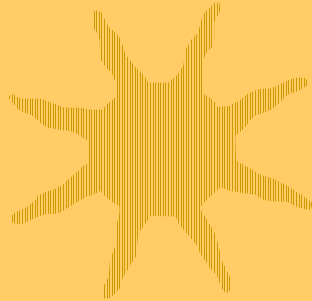
# Fire Department

• Goal: Deliver Quality Service to Effectively Control Risks to Life, Property and the Environment

- Overall responses have increased by 25% YTD
- Emergency medical service calls increased 30% YTD
- Transport of patients have increased 32% YTD
- Comprehensive Emergency Management Plan and Hazard Mitigation Plan are approaching completion

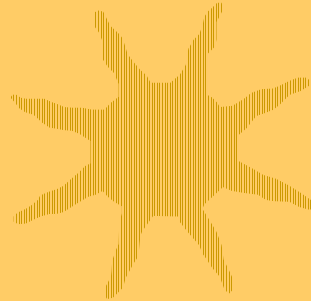
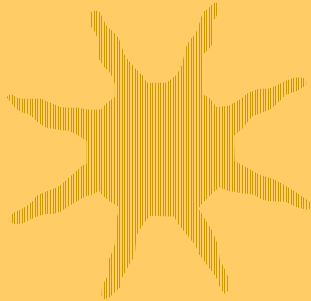
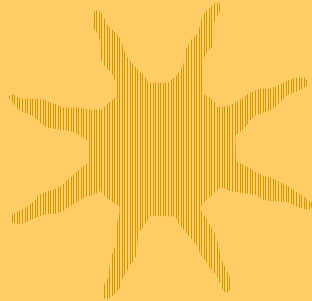
• Goal: Develop Organizational Systems that Continue to Foster a Strong Sense of Teamwork and Mutual Respect

- Management and labor implemented a communication process allowing all members of the organization to have a voice
- Brought in training from Employee Assistance Program on conflict resolution



# *Fire Department*

- **Goal: Enhance the Current Customer Service Environment to Promote Excellence in the Delivery of Services**
  - The number of citizens attending public education programs has increased by 295%
  - Community members have received numerous public education articles and PSA's on fire prevention and emergency management
- **Goal: Promote Employee Health, Safety and Fitness**
  - Department established medical protocols for annual medical monitoring of staff
  - Department has implemented a mandatory physical fitness protocol



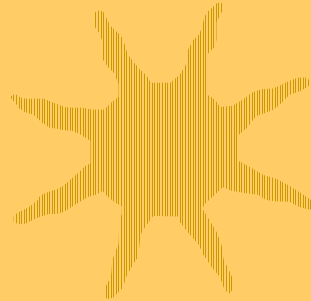
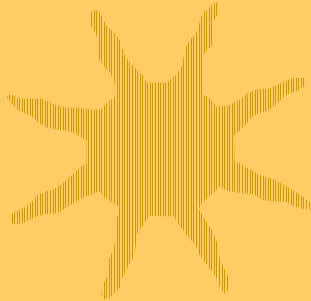
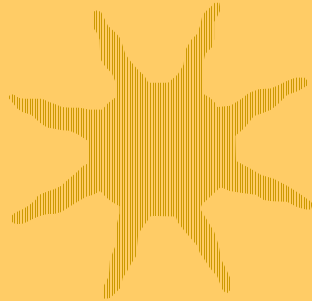
# Fire Department

• Goal: Provide Comprehensive Training and Professional Development to Ensure Personnel are Fully Prepared to Effectively Perform Their Duties and Responsibilities

- Staff training has increased 98% YTD
- Three Firefighters have completed their probationary period
- City staff has received significant training in emergency management
- The City is 100% in compliance with Federal mandates for emergency management training

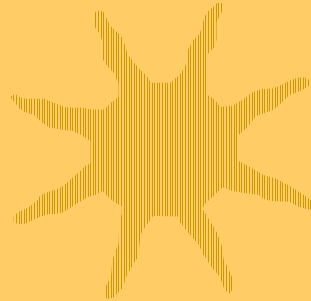
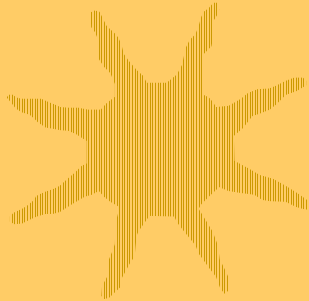
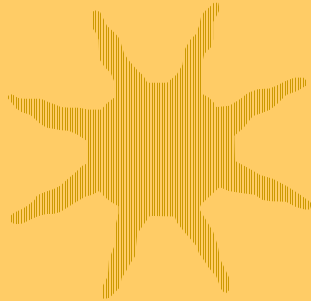
• Goal: Deploy Safe and Effective Resources, Operate Safely Everyday, and Maintain our Assets in a State of Readiness

- Department implemented the Reserve Firefighter program
- There have been no emergency incident exposure/injuries



# Community Development

- Goal: Provide Key Planning, Building and Development Information On-Line
  - All Land Use and Development Review application forms with instructions have been updated and are available on the City website
  - The following items are also available on the City website:
    - Weekly Development Project Status Updates
    - Planning Agency Meeting Agendas
    - Comprehensive Plan
- Goal: Conduct 2007 Population Update
  - On June 30, 2007 DuPont's population certified at 7,045
- Goal: Complete 2006 Comprehensive Plan Update
  - The update is in process and is expected to be adopted in the 4<sup>th</sup> quarter of this year



# Community Development

• Goal: Review & Update Planning and Building Related Municipal Code Requirements and Text

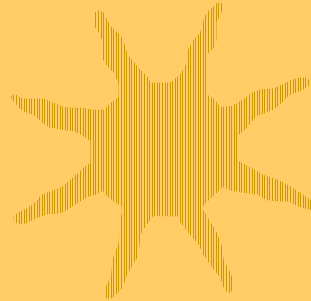
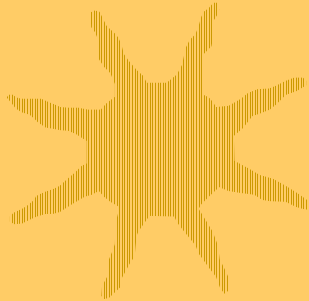
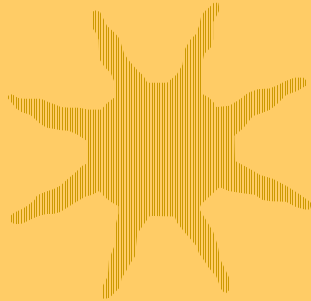
- New, completely revised Subdivision Code reflecting the latest State laws governing land divisions was adopted by City Council in June 2007
- Housekeeping Ordinances regarding fees and SEPA/Environmental issues was adopted by City Council in June 2007
- City Council adopted the state mandated 2003 Building Codes

• Goal: Provide Planning, Building and Development Related Education, Support and Outreach to the Citizens of DuPont

- 90% of all planning, zoning, and subdivision inquiries have been responded to within 8 working hours

• Goal: Continue to refine the City's Land Use, Civil and Building Application processes

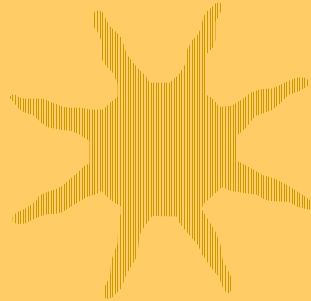
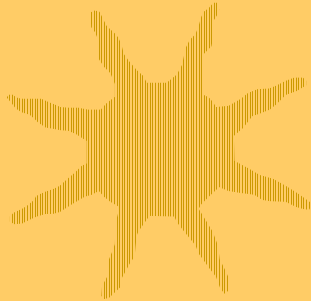
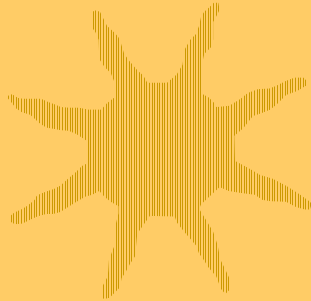
- This is a continuous and ongoing activity as necessary



# *Community Development*

- Other Accomplishments:

- Planning Agency is at its full membership of 5 with the recent appointment of 2 new members
- Assistant Building Official position was filled during 1<sup>st</sup> quarter 2007



# Public Works

• Goal: Complete a Public Works Operations and Maintenance Business Plan

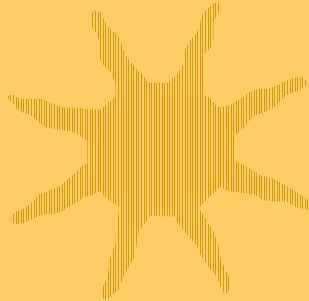
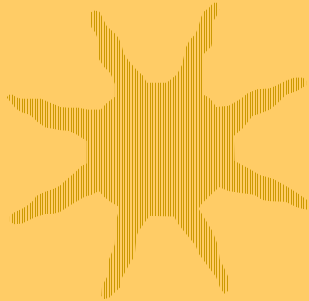
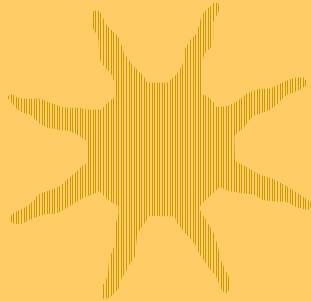
- Staff is in the process of gathering updated information & data from agencies similar to DuPont for comparison purposes (15% complete)

• Goal: Develop a Work Task Tracking System to Monitor Work Being Performed by Public Works Crews

- This is being done in conjunction with the development of the Public Works O&M Business Plan. Staff is continuing to monitor and track hourly breakdowns of work performed in the separate functional areas of the department (Utilities, Streets, Parks, Facilities, etc.) (15% complete)

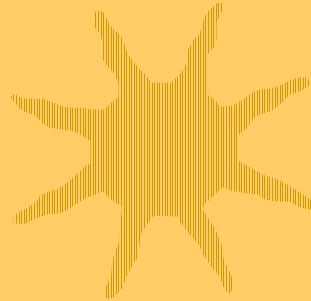
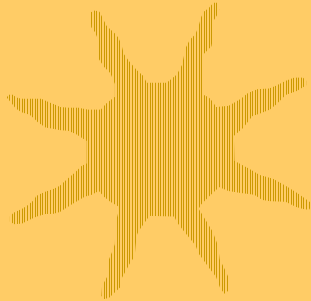
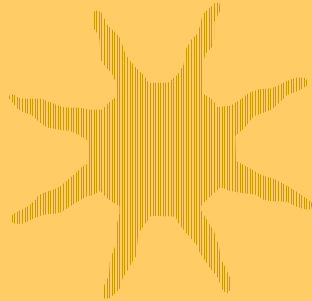
• Goal: Complete a Citywide Parks Master Plan

- Parks, Recreation & Open Space (PROS) Plan was adopted by City Council in April 2007. Staff is working on getting the plan reproduced and placing the updated Plan and Appendices on the City website.



# Public Works

- Goal: Complete Skate Park Site Selection and Master Plan
  - Parks Master Plan consultant completed a Skate Park Feasibility Analysis with provides recommendations for site selection
  - Skate park conceptual design was developed based on public input from workshops and discussions
  - Feasibility study and concept design will be brought forward for Council discussion and direction on site selection in August
- Goal: Manage the Greenways Maintenance Contract with TruGreen
  - Added Ross Plaza and Tract 1 Parks
  - Currently working with developer on remaining items for Phase 1 of Chief Leschi Park and several sections of right-of-way
  - Working with TruGreen to develop service quotes and cost breakdowns for both current contracted services as well as additional services associated with additional park and right-of-way areas including Chief Leschi Park-Phase 2 and DuPont PowderWorks Park



# Public Works

• Goal: Develop and Begin Implementation of a Plan to Bring All Traffic Signing into Conformance with MUTCD Requirements

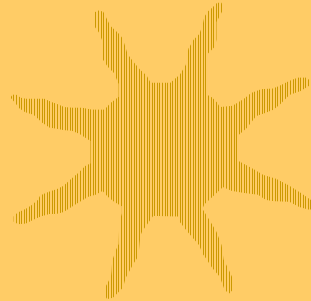
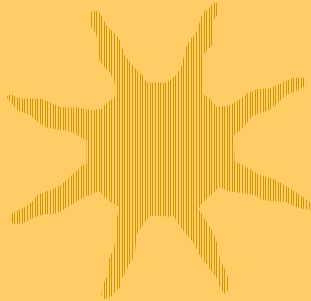
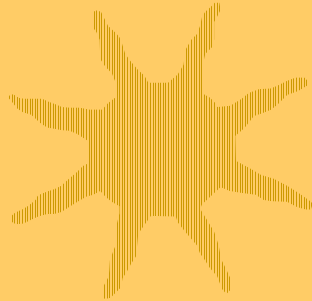
- Signs are being replaced and upgraded as they are discovered
- Overall plan is anticipated to be developed following completion of traffic sign inventory

• Goal: Manage Signal Acquisition at Critical Intersections

- Traffic Signal at Center Drive & Wilmington Drive completed in May
- Traffic Signal for Middle School at Bob's Hollow Land & Center Drive is begin designed with construction estimated to begin prior to end of year
- Staff is working with consulting engineers on preliminary design and improvements associated with new signal for Civic Center site

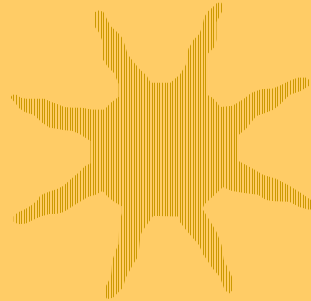
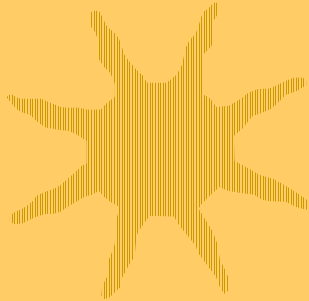
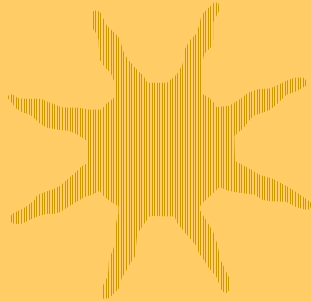
• Goal: Complete Installation of Radio-Read Water Meter Reading Equipment and Implementation of Reading System

- Staff is identifying funding needs to fully implement the radio-read system and preparing to install radio-read units at the water meters



# Public Works

- Goal: Develop and Implement Ongoing Stormwater Detention Pond Maintenance Program
  - Mowing of City-owned storm ponds will be completed following delivery of side-boom mower (expected this month)
  - Replacing rip rap, restoration of side slopes and outfalls, and all other damage repair is currently occurring, with additional repairs and maintenance to be conducted as appropriate
  - Developed an annual pond inspection record sheet for each pond that will show all repairs and maintenance functions performed over time
- Other Goals to be Accomplished in 2007:
  - Develop City-wide Traffic Sign Inventory
  - Develop Ongoing Street Sweeping Schedule and Contract
  - Develop & Implement Ongoing Stormwater Conveyance System Maintenance Program, including Contract for System Cleaning



# Public Works

- Other Mid-Year Accomplishments
  - Assisted in completion of site work, installation of water & sanitary waste connections, placement and facility setup for interim Police Facility
  - Completed temporary repairs to the Regional Stormwater Facility following 2006's storms. Working with consultant engineers on design and estimates for permanent repairs
  - Worked with pump service provider to accomplish repairs on Hoffman Hill pump assembly for Well #1
  - Substantial progress on release of outstanding performance bonds
  - Increased efforts on maintenance and repair to irrigation system and Maxicom controls to address operational issues and assist in water conservation goals
  - Working on Historic Village Sewer Rehabilitation Project closeout and negotiations with Pierce County regarding the sewer transfer, anticipated to occur beginning January 1, 2008

