

City Manager's Office

May 13, 2017

To: City Council

From: City Manager

Re: Weekly Report

The information below represents a compilation of results of each Department from May 7-May 13, 2017.

CITY MANAGER'S OFFICE

- Met with Green Corp
- Violent Crimes Task Force
- Toured FAA building
- Meeting with SeaTac Airport Director of Aviation

LEGAL DEPARTMENT

- Drafted updated Resolution designating authorized agents of the City who can accept claims for damages. This Resolution was required based on staffing changes. It will be presented to the Council for approval on May 25, 2017.
- Continued analysis of calls for service in Pacific Ridge. Prepared findings and continued planning for coordinated code enforcement emphasis of problem properties.
- Gathered information and conducted research on adoption and implementation of an "Overgrown Vegetation Ordinance" to combat chronic problem properties. If adopted, this Ordinance would provide expedited procedure for obtaining liens on overgrown properties. A summary will be prepared and presented to a Council Committee when finished.

CITY CLERK'S OFFICE

- Twenty-three (23) public records requests received
- Nine (9) requests still outstanding
- Relocation of City Clerk and Deputy City Clerk Offices complete

FINANCE DEPARTMENT

- May 11 Budget Adjustment processed.
- Financial Statement audit continues.
- Annual financial state report download processing – completed.
- Grant reimbursement processing; monthly system reconciliations.

PARKS, RECREATION AND SENIOR SERVICES

- The summer Park and Rec Guide/City Currents magazine was delivered to the Post Office for distribution on Friday, May 12th.
- Staff continues the CDBG funding application process for replacement of play structures at both Field House Park and Kiddie Park.
- Acers Softball - Mother's Day Tournament May 13-14 with 12 teams and 600+ spectators at SJUMP.
- The Department has started the process of building our on-line registration system with Dash.

POLICE DEPARTMENT

- The detectives determined a positive identification on the human skeletal remains from Zenith Park.
- Command Staff attend a gathering of officials from several south King County cities to discuss recent violence and gang activity.
- Command Staff toured the new casino that will soon be opening inside the Four Points.
- School Resource Officer participated in "Cop Talk" at Highline High School. This forum allowed students and staff to ask police and security related questions of the officers.

MARINA

- Marina staff continue working on paid parking.

PUBLIC WORKS

- The City Council awarded the construction contract on 5/11/17 for the Parkside Project. Work is tentatively planned to start sometime in June.
- City Maintenance crews have nearly finished the interim wash station at the service center.
- Staff has been providing assistance on the communications installation needed for the pay parking equipment at the marina.

COMMUNITY DEVELOPMENT

- Highline View Estates Final Plat approved 5/11
- SEPA CE Thresholds initial discussion at Council 5/11
- Two Blueberry Lane new single-family residence approvals.
- One Pinnacles new single-family residence approval.

- Code Interpretation Issued RE: measurement of front yard setbacks on cul-de-sacs or curved front lot lines.
- Prepared agenda item for the 5/18/17 Council Environment Committee meeting RE: proposed amendments to Environmentally Critical Areas regulations.

BUILDING DIVISION

- There were 52 applications submitted and processed, including building permits, land use activity permits, fire permits, and business license applications.
- Total construction valuation of the building permits - \$167,660.28.
- Total revenue for permits and business licenses - \$48,215.32.
- There were 64 plan reviews conducted with comments.
- There were 124 field inspections conducted.
- Wesley Gardens is moving along well with Phase 1-A of their project. Phase 1-B is now under review by all departments.
- Phase IV of the Business Park, the Ono and Furney's sites, were submitted for Limited Grading and Demolition work.
- The Kato/Ochi mixed use building on 7th Avenue is finally in the drywall stage. This project should be completed by August.