



Administrator's Friday Letter

January 15, 2010

1. Sprinkler Recall Public Meetings

Comunale is under contract to replace the recalled sprinkler heads that exist in some homes in DuPont. Comunale has submitted a time line for completing this work by April 1st, 2010. On Tuesday, January 12th, Comunale will mail out notices to approximately 240 home owners in effected homes in DuPont. Two public meetings have been scheduled to explain the process. The meetings will be on Thursdays, January 21st and 28th, at 7PM. The location will be City Hall. Between January 20th and 30th Comunale will demonstrate the replacement process to the fire marshal, fire department personnel, and public works personnel. Comunale will start with general sprinkler head replacement on or about February 1st and wants to complete the process by March 31st.

2. Joint Base Lewis McChord (JBLM) Growth Coordination Plan

Three City staff are participants on committees working on the JBLM Growth Coordination Plan. Bill McDonald, DuPont City Administrator is a member of the Regional Steering Committee which provides oversight to the entire process. Bill Kingman, Senior Planner is on the Plans and Policies Expert Panel, and Peter Zahn is on the Quality of Life and Transportation Experts Panels. The City of Lakewood is the lead agency coordinating the planning process. They are assisted by the consulting firm (AECOM) which is experienced with projects of this type. They have an office in Seattle. The Plan will identify and analyze community gaps that exist or are projected to occur in the southern Puget Sound region as a result of the anticipated military growth at Ft. Lewis and McChord AFB through 2015

3. Police Department Personnel Actions

The Police Department will have three personnel related actions in the near future. Roberta Nelson was the successful candidate to fill the part time Police Records Clerk position and will start January 25th. Processes are currently underway for recruitment of a police officer and for promotion of a police sergeant. The testing, oral board, and assessment for the sergeant position are scheduled for February 18th.

4. Finance Director Recruitment

The City Council adopted a revised job description for a Finance and Support Services Director on January 12th as a part of the process to recruit for that position. Dawn Masko, the incumbent will be promoted to the City Administrator position with the retirement of Bill McDonald at the end of June.

5. City Council Strategic Planning

The Mayor and City Council will discuss a robust process for engaging the community in an update to the Strategic Plan at their January 19th work session meeting. Worksessions are held at City Hall and begin at 6PM. These meetings are open to the public.

6. Temporary Storage of Chloe Clark Statue

With the pending closure of the Tacoma Brass Works, the City has been asked by the school district to temporarily store a completed statue of Chloe Clark until it can be installed at the grade school this coming summer. The Public Works Department is looking at options to try to accommodate the request.