

City of Burien
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Memorandum

To: Honorable Mayor and Members of the City Council
From: Brian J. Wilson, City Manager
Date: June 15, 2020
Subject: City Manager's Report

I. INTERNAL CITY INFORMATION

A. Policy Changes Allow More Outdoor Dining and Waives Fees

The City of Burien is announcing several new policies designed to help our business community during these uncertain economic times. The City will continue to listen to challenges identified by business owners, and respond with action where appropriate to mitigate COVID-19-related impacts.

Outdoor Dining Program:

In accordance with [King County's COVID-19 Modified Phase 1 reopening plan](#), restaurants are permitted to operate with outdoor dining at 50 percent of existing outdoor capacity, and indoor dining limited to 25 percent of building capacity. In order to make restaurants financially viable with these restrictions, some restaurant operators have requested to use outdoor parking spaces on private lots, and sidewalk public right-of-way, to maximize dining area seating while minimizing public health impacts.

In order to accommodate this need, the City has taken steps to relax requirements, expedite permitting, and waive permit fees. These include:

1. Temporary outdoor dining on private property for existing restaurants: The City will work with business owners to allow use of existing parking lots for outdoor dining through a Temporary Use Permit application. The Temporary Use Permit application fee will be waived.
2. Expansion of outdoor dining in public right of way: The City currently allows use of sidewalk right of way for outdoor restaurant seating via a right-of-way permit. The City will further permit use of sidewalk right-of-way in front of directly adjacent businesses with appropriate permissions. All outdoor patio permit fees will be waived for the remainder of the year. Restaurants are still required to obtain a right-of-way permit prior to establishment of outdoor seating.

B. Deferral of Second Quarter B&O Taxes

The City is deferring the second quarter 2020 Business and Occupation (B&O) tax filing and payment due date from July 31, 2020 to October 31, 2020. This will allow small business owners increased flexibility during a period of financial duress caused by the COVID-19 outbreak. Additional information will be provided when the second quarter B&O tax notices are mailed in late June. Businesses are asked to still continue to file their quarterly B&O tax return statements with the City.

C. Anko Retail Closure

Anko Retail Inc. has announced they are closing all of their Washington stores including Anko.com. Anko opened a Burien location in the 5 Corners shopping center in 2019. The announcement did not offer insight into their decision making process.

D. Carryover of Unspent Funds within the 2019-2020 Biennium (Page 8)

This is a housekeeping item to bring appropriation authority from 2019 to 2020. In accordance with the 2020 Financial Policies, the City Manager may approve the carryover of unspent funds from the first year to the second year. The General Fund items were presented to the City Council on April 20, 2020, as part of the COVID-19 budget response presentation. The expenditures include both encumbered items and unencumbered items. Encumbered items have been committed through an active contract. Unencumbered items have been committed through some other contractual method or are not committed, but are needed for an incomplete project funded in the prior year. The unspent funds associated with these items from the prior year reverted to reserves at the end of 2019. There are sufficient reserves in all the associated funds to add these appropriations.

E. May 2020 Permit Activity Report (Page 11)

Attached are the monthly reports for Construction Permits Issued and Construction Permit Applications Received during the month of May 2020. Included in the reports are information regarding tenant improvements and major projects.

Construction Permits Issued:

The City issued 153 permits in May 2020 which is 19 more than last month and 90 less than those reported in May 2019. The total project valuation of \$4.8 million is \$2.7 million more than reported last month and \$0.1 million more than the valuation reported in May 2019.

Construction Permit Applications Received:

The City received 156 permit applications in May 2020 which is 15 more than last month and 123 less than reported for May 2019. The total project valuation of \$1.6 million is \$0.7 million less than reported last month and \$22.1 million less than reported in May 2019.

Tenant Improvements:

Tenant Improvements issued for May include King County District Court and Verizon. Tenant Improvement applications were received from Skyway Towing, Indigo Burien, Childhaven and 1 miscellaneous Tenant Improvement this month.

Major Projects:

Permit applications were received in May for one new single family residence (\$700k) and Indigo Burien (\$238k).

Robbins & Co Building (\$2.3m), Burien 6 Townhouses (\$633k), Robbins Clear & Grade (509k), King County Court Electrical (\$284k) and 2 single family remodels (\$530k) were issued this month.

F. Community Development Update

Permit Center Customer Service Reduction – Week of June 15, 2020: Due to staffing shortages and staff training, our permit center will be minimally staffed the week of June 15. We are alerting customers of this now.

Development Forum: Over 40 audience members participated in a panel discussion with members of Burien’s development community. A video of the event can be watched [here](#). Panelists responded to questions about the development climate in Burien, regulations and permitting, affordable housing and sustainable development. Some takeaways from developers include:

- Most of the developers like working with the City of Burien staff in permitting projects
- Revise the subdivision section of code
- Consider modifying or providing flexibility for:
 - Parking requirements
 - Street lights and sidewalk requirements in subdivisions
 - On-site recreation and/or playground requirement
 - Tree preservation requirements
 - Deck requirements in multifamily zones
 - Allow “averaging up” minimum lot size for residential development
 - Allow more single family development on 5,000 square foot lots
- Consider modifying the following process standards:
 - Consolidate review by the various utility companies
 - Expand electronic submittal of permit documents
 - Provide temporary parcel numbers in advance of final plats
 - Expand the use of credit card payments
 - Minimize permit review times, and “beat the clock” on reviews
 - Address small corrections that are needed from permit applicants without a full correction letter

Upcoming Webinar on Trees: On July 9, 2020 at noon, Community Development will be hosting a Zoom Webinar featuring the City of Renton’s arborist to discuss Renton’s tree protection policies and practices. Watch for a future webinar on affordable housing issues as well!

Floodplain Management Updates Coming: Planner Chad Tibbits is coordinating updates to Burien’s codes and Flood Insurance Rate maps based on King County’s Flood Insurance Study. Our local codes must be updated by August 19, 2020 to ensure our participation in FEMA’s National flood insurance program. All cities in Washington are subject to the August 19 deadline. Staff will provide an update to City Council at the July 6, 2020 City Council meeting.

Comprehensive Plan Docketing Schedule Changes Proposed: Planner Alex Hunt will present to City Council proposed revisions to the City’s annual Comprehensive Plan docket schedule. Council may expect to see this issue on the July 6, 2020 City Council meeting agenda.

Technical Codes Update: In August, we’ll begin presenting information to City Council on the 2018 technical/construction and fire code updates.

Housing Needs Assessment: On June 24, 2020, the Planning Commission will be receiving a briefing from our consultants, EcoNorthwest, on the South King County and Burien Housing Needs Assessment. We’ll also be discussing Burien’s Housing Action Plan, which we will be kicking-off in June. We’ll be sure to announce the briefing to other commissions and members of the public.

Permit System Enhancement Study Begins: We have kicked-off our permit system study by identifying our permitting needs in order to design a new, electronic permit system. We are documenting our current permit processes, and identifying our vision for permitting processes going forward. We expect to complete the initial phase of work in 2020/2021.

G. Documenting Burien’s COVID-19 Story: Highline Heritage Museum and City of Burien Want to Hear your COVID-19 Stories

The Highline Heritage Museum and City of Burien are teaming up to document the stories of our community’s experience during COVID-19. The “Burien Pandemic Story Project” aims to document the stories, photos, and other artifacts of community member’s experiences during the pandemic.

While we honor the sacrifices and hard work of our essential workers during the COVID-19 pandemic, it is the work of everyday people like you that are also helping “flatten the curve.”

How does it work?

We want to hear your story in your own words. But sometimes, it’s hard to tell a story without a little help. Here are a few questions to get you started.

1. What was the most hopeful or inspiring part of this experience?
2. What was the most unexpected?
3. What was the most difficult part of this experience?
4. How do you think your life will be the same or different after this experience?

Once your story is complete, you can share your story in one of two ways:

1. Submit your story via email to curator@highlinehistory.org.
2. Record yourself or your family member and submit the file to curator@highlinehistory.org.
3. If you are comfortable sharing a photo of yourself, your family or friends, please share that as well. We would prefer the highest resolution photo you can share.

You can remain anonymous or attach your name to the story. In order for us to follow up, please provide a name and email or phone number. We will accept stories in all languages.

This first round of story collection ends on June 21. We will open another round of story collection at a later date.

If you are willing to share, your story may be selected to be published in the fall issue of the Burien Magazine. Your story will also be added to the museum's COVID-19 collection.

H. Permitting of Protest on June 6, 2020

The Burien Parks, Recreation, and Cultural Services (PaRCS) Department issued a Park Use permit to Community Vision on June 6, 2020, for a protest beginning in the Community Center Annex Park and finishing in the Town Square Park. Generally, under Burien's COVID-19 Phasing Plan, Burien will not issue park use permits until Phase 4 of the state's reopening plan. However, since this was not a mere park program, but rather was a First Amendment-protected assembly and protest, Burien granted a permit. The permit conditions required the protest organizers to follow social distancing best practices, the use of face coverings, and to announce those requirements to the event attendees.

I. Sports Field Use in 2020

The City is not planning to rent sports fields at Moshier Memorial Park or Chelsea Park in 2020 due to the cost savings made in the PaRCS Department as part of closing the gap for the City's projected revenue losses due to COVID-19 and its impacts on the economy.

As part of the City's cost savings strategy, the PaRCS Department offered reducing costs by not irrigating most of the parks, including sports fields, and laying off seasonal staff for the remainder of the year (1.5 FTE) that support mowing and field preparations for sports fields. The total savings are expected to be \$150,000. The total anticipated loss in revenues from field rentals is approximately \$20,000 for the year.

Status of Annex Closure and Demolition

Staff are preparing a communications plan and demolition bid documents. It is anticipated that the bid will be advertised the week of June 15.

J. City Receives Grant to Repair Sidewalks

Washington Cities Insurance Authority (WCIA) has awarded to the City of Burien a Risk Mitigation Grant in the amount of \$12,064.80 for sidewalk repairs.

II. COUNCIL REVIEW/ACTION REQUESTED

A. Thank-you Letter Re: Support of the Downstream Fish Passage at Howard Hanson Dam (Page 17)

Attached is a letter prepared by Tacoma Public Utilities to the entire Washington federal delegation thanking them for supporting the inclusion of \$3M in the FY 2020 federal budget to redesign the fish passage facility at the Howard Hanson Dam. This letter will also be sent to federal partner agencies. Tacoma Public Utilities would like to know if Burien City Council will sign on to this letter. If so, digital signatures and the City of Burien logo have been requested.

Is there Council support to sign on to the thank-you letter to the federal delegation for support of the downstream fish passage at Howard Hanson Dam?

B. Annex Closure Updates

Status of Communications with Tenants – Requests for Assistance

The Annex Tenant Support Team reached out to the Annex Tenants to inquire about support that might be needed for finding interim storage space and organizing volunteers to assist in the move. The City offered to help make a call for volunteers. City funds for moving and storage costs for Annex Tenants has not been allocated or approved and has been communicated to Tenants. A summary of needs identified by Tenants are listed below:

- Transform Burien requested the City arrange and pay for two large 40 foot moving vans. If Transform Burien is not able to move into Sunnydale Elementary by July 31 they would also request help with storage costs for about 3,500 square feet of space during the transition. City Manager Wilson and Economic Development Manager Craig met with Transform Burien last Wednesday, June 3, and learned that they were able to connect with the school district regarding the use of Sunnydale elementary for their operations. From that conversation, Transform says it is the hope of the school district that they may be able to move in, make tenant improvements, and start using the Sunnydale Elementary facility by July 31, with no interruption of services. If there are unforeseen delays, the second possibility is they could start moving their equipment in during July, which would allow them to avoid needing a temporary storage facility during the move from the Annex.
- The Hi-Liners requested support with storage needs for sets and production equipment. City staff are confirming the amount of space needed.
- Burien Actors Theatre requested moving boxes, financial support for a moving company, looking for 2,700 to 3,700 square feet in storage space, dumpsters onsite during the move, and support with purging old latex paint, electronics and other toxic items.
- Para Los Ninos has requested volunteers to help the move to their new location.
- Journey Arts and Crafts requested help with financial assistance for moving and volunteers to help with the move.
- Burien Co-op Preschool has not provided any information at this time. City staff is continuing to follow up.

Efforts are ongoing through the Annex Tenant Support Team to provide assistance for Tenants and the move from the Annex Building by July 31, 2020.

Is there interest by Council to provide financial support to the Annex Tenants to facilitate the move from the Annex Building and/or provide funds for storage costs?

C. City Manager Wilson Furlough Days – June 18-19, 2020

Consistent with the plan to reduce expenses as a result of the COVID-19 pandemic, City Manager Wilson will be on furlough (without pay) June 18-19, 2020. These unpaid furlough days are #2 and #3 of 8 days scheduled through the end of 2020. During this period, Administrative Services Director Cathy Schrock is assigned as the Acting City Manager.

Three “Directors” have expressed interest in serving in an Acting City Manager capacity when assigned during City Manager Wilson’s absence. They include Administrative Services Director Cathy Schrock, PaRCS Director Carolyn Hope, and Chief of Police Ted Boe. I am planning to take steps to prepare each of them for the Acting City Manager role when assigned.

Is their Council support for these temporary Acting City Manager assignments?

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Memorandum

To: Brian Wilson, City Manager
 From: Eric Christensen, Finance Director
 Date: May 15, 2020
 Re: Carryover of unspent funds within the 2019-2020 biennium

In accordance with the City of Burien 2020 Financial Policies, the City Manager may approve the carryover of unspent funds from the first year to the second year [of the biennial budget] if it is determined that a program and/or project was not complete at the end of the year and funds are available (Policy J – *Financial Management and Organizational Review Policies*, Item 7).

Appropriation authority totaling \$673,909 was identified for projects and programs in the 2019 fiscal year but not expended prior to year-end. These projects and programs are continuing into 2020. Of the total amount, \$204,073 is to pay for goods and services ordered and under contract but not delivered prior to year-end 2019. The remaining \$469,836 was not encumbered by a contract by the end of 2019, but will be needed for programs and projects established prior to the end of 2019 and will be expended in 2020. There is sufficient funding for the aforementioned expenditures.

The table below details the expenditure authority to be carried-over from 2019 to 2020:

Department/Division	Program	Status	Amount
City Manager	Consulting services - Fee study	Encumbered	\$ 77,440
City Manager	Annex facility condition assessment	Encumbered	12,465
Human Services	Relocation assistance - Multi-Service Center	Encumbered	12,780
Economic Development	Consulting services - Ambaum planning study	Unencumbered	50,000
Information Technology	Council chambers upgrade	Unencumbered	269,836
Finance	Consulting services - Financial model	Encumbered	9,173
Finance	Munis financial system implementation	Encumbered	62,360
Community Development	Consulting services - Permit software	Unencumbered	150,000
Community Development	Consulting services - Urban Center Plan	Encumbered	5,031
Parks, Recreation & Cultural Services	Community Center tables and chairs	Encumbered	9,824
TOTAL GENERAL FUND CARRYOVERS			\$ 658,909
Street	Capital equipment purchase	Encumbered	15,000
TOTAL STREET FUND CARRYOVERS			\$ 15,000
Grand Total 2019 Carryovers			\$ 673,909

Further, the City will recognize revised beginning fund balances in 2020 as part of the 2019 carryover process.

The following tables illustrate the revised 2020 revenue and expenditure totals for governmental funds and brings current the totals for each fund:

2020 Revised <u>REVENUES</u> Governmental Funds				
Fund Name	Beginning Fund Balance	Revenues	Transfers In	Total Resources
General	\$ 25,147,718	\$ 30,400,450	\$ 80,000	\$ 55,628,168
Street	1,538,939	3,085,000	-	4,623,939
Surface Water Management	1,866,786	\$ 3,658,000	\$ -	5,524,786
Public Works Reserve	2,898,844	1,840,000	-	4,738,844
Equipment Reserve	1,434,041	\$ 25,000	\$ 270,000	1,729,041
Art in Public Places	78,861	-	26,500	105,361
Capital Projects Reserve	1,247,433	\$ 30,000	\$ -	1,277,433
Transportation Benefit District	97,652	-	-	97,652
State Drug Enforcement Forfeiture Fund	-	\$ -	\$ 269,750	269,750
Federal Drug Enforcement Forfeiture Fund	-	-	301,160	301,160
Debt Service	78,536	\$ 358,000	\$ 2,235,603	2,672,139
Local Improvement District Reserve	165,000	-	\$ -	165,000
TOTAL RESOURCES	\$ 34,553,810	\$ 39,396,450	\$ 3,183,013	\$ 77,133,273

2020 Revised <u>EXPENDITURES</u> Governmental Funds				
Fund Name	Expenditures	Transfers Out	Ending Fund Balance	Total Uses
General	\$ 31,134,821	\$ 1,947,410	\$ 22,545,937	55,628,168
Street	\$ 2,262,562	\$ 1,555,000	806,377	4,623,939
Surface Water Management	\$ 2,692,420	\$ 1,980,000	852,366	5,524,786
Public Works Reserve	\$ -	\$ 3,727,000	1,011,844	4,738,844
Equipment Reserve	\$ 118,000	\$ -	1,611,041	1,729,041
Art in Public Places	\$ 26,500	\$ -	78,861	105,361
Capital Projects Reserve	\$ -	\$ 1,283,322	(5,889)	1,277,433
Transportation Benefit District	\$ -	\$ 115,281	(17,629)	97,652
State Drug Enforcement Forfeiture Fund	\$ 55,000	\$ -	214,750	269,750
Federal Drug Enforcement Forfeiture Fund	\$ 76,000	\$ -	225,160	301,160
Debt Service	\$ 2,590,640	\$ -	81,499	2,672,139
Local Improvement District Reserve	\$ -	\$ -	165,000	165,000
TOTAL USES	\$ 38,955,943	\$ 10,608,013	\$ 27,569,317	\$ 77,133,273

The following tables illustrate the changes made in each governmental fund, not the totals per fund:

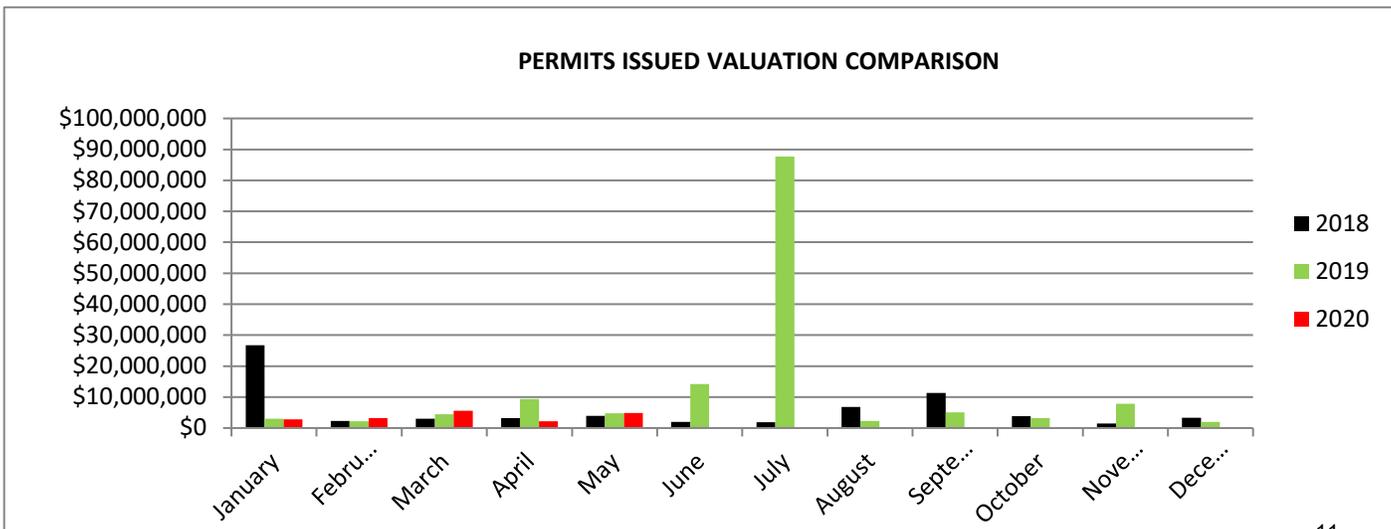
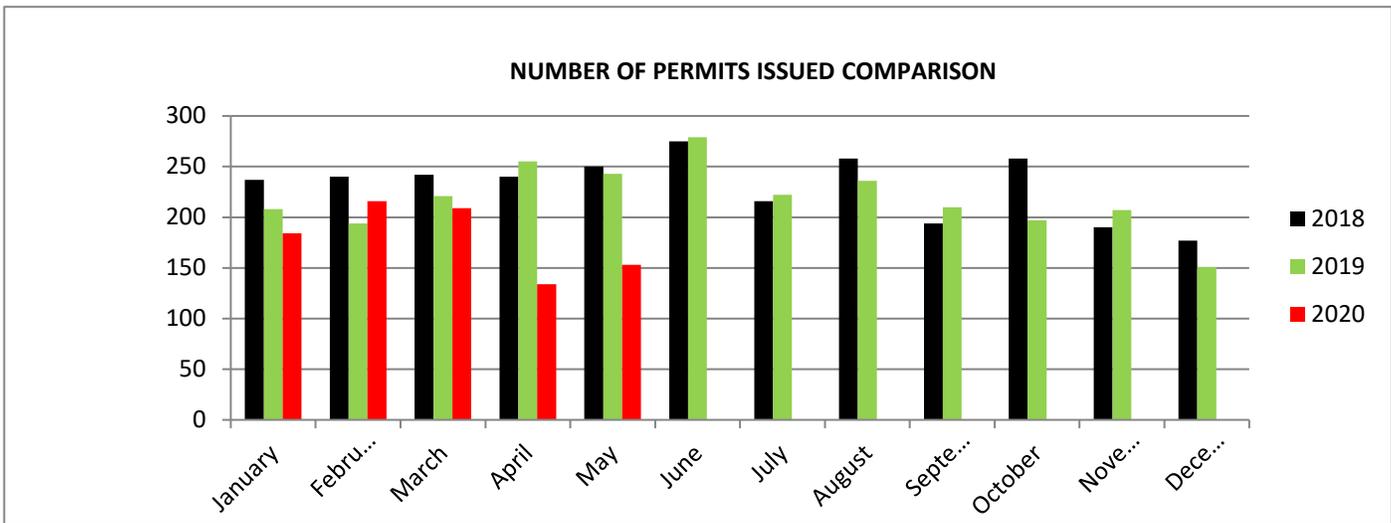
Changes to the 2020 Budget Governmental Funds				
Fund Name	Changes to Beginning Fund Balance	Changes to Revenues	Changes to Transfers In	Changes to Total Resources
General	\$ 3,825,736	\$ -	\$ -	\$ 3,825,736
Street	243,209	-	-	243,209
Surface Water Management	618,618	-	-	618,618
Public Works Reserve	211,075	-	-	211,075
Equipment Reserve	18,536	-	-	18,536
Art in Public Places	23,614	-	-	23,614
Capital Projects Reserve	(5,889)	-	-	(5,889)
Transportation Benefit District	(17,629)	-	-	(17,629)
State Drug Enforcement Forfeiture Fund	-	-	-	-
Federal Drug Enforcement Forfeiture Fund	-	-	-	-
Debt Service	21,348	-	-	21,348
Local Improvement District Reserve	-	-	-	-
TOTAL RESOURCES	\$ 4,938,618	\$ -	\$ -	\$ 4,938,618

Changes to the 2020 Budget Governmental Funds				
Fund Name	Changes to Expenditures	Changes to Transfers Out	Changes to Ending Fund Balance	Changes to Total Uses
General	\$ 658,909	\$ -	\$ 3,166,827	\$ 3,825,736
Street	15,000	-	228,209	243,209
Surface Water Management	-	-	618,618	618,618
Public Works Reserve	-	-	211,075	211,075
Equipment Reserve	-	-	18,536	18,536
Art in Public Places	-	-	23,614	23,614
Capital Projects Reserve	-	-	(5,889)	(5,889)
Transportation Benefit District	-	-	(17,629)	(17,629)
State Drug Enforcement Forfeiture Fund	-	-	-	-
Federal Drug Enforcement Forfeiture Fund	-	-	-	-
Debt Service	-	-	21,348	21,348
Local Improvement District Reserve	-	-	-	-
TOTAL USES	\$ 673,909	\$ -	\$ 4,264,709	\$ 4,938,618

Summary of Permits Issued

May 2020

Type Permit	Count	Valuation
Building	18	\$4,305,768
Demolition	0	
Electrical	71	\$349,213
Fire Protection	7	\$64,257
Mechanical	22	\$21,242
Plumbing	11	\$50,125
Right of Way	19	
Sign	4	\$46,750
Totals:	153	\$4,837,355



TI PERMITS ISSUED

Project Name	Description	Date Issued	Address	Valuation
KC DISTRICT COURT / PRECINCT 4 DISTRIBUTION REPLACEMENT	CONSTRUCTION OF A CHAIN LINK FENCE ENCLOSURE WITH CONCRETE SLAB & CORRUGATED METAL ROOFING IN ORDER TO ACCOMODATE REPLACEMENT OF THE BUILDINGS EXISTING INTERIOR MDP PANEL WITH NEW EXTERIOR MSB SWITCHBOARD	05/20/2020	601 SW 149TH ST	\$135,000.00
VERIZON BURIEN C-RAN BUILDING	ADDING C-RAN EQUIPMENT TO THE EXISTING SHELTER AT THIS SITE: MODIFICATIONS TO INTERIOR SHELTER EQUIPMENT SPACE TO SUPPORT THE NEW EQUIPMENT FRAMES, A STEEL FRAME TO SUPPORT THE HVAC UNITS / REPLACE EXISTING HVAC UNITS WITH (3) NEW 5- TON BARD FUSION-TEC HVAC UNITS & REPLACE THE 50KW GENERATOR WITH A 60KW GENERATOR	05/28/2020	14842 1ST AVE S	\$15,000.00

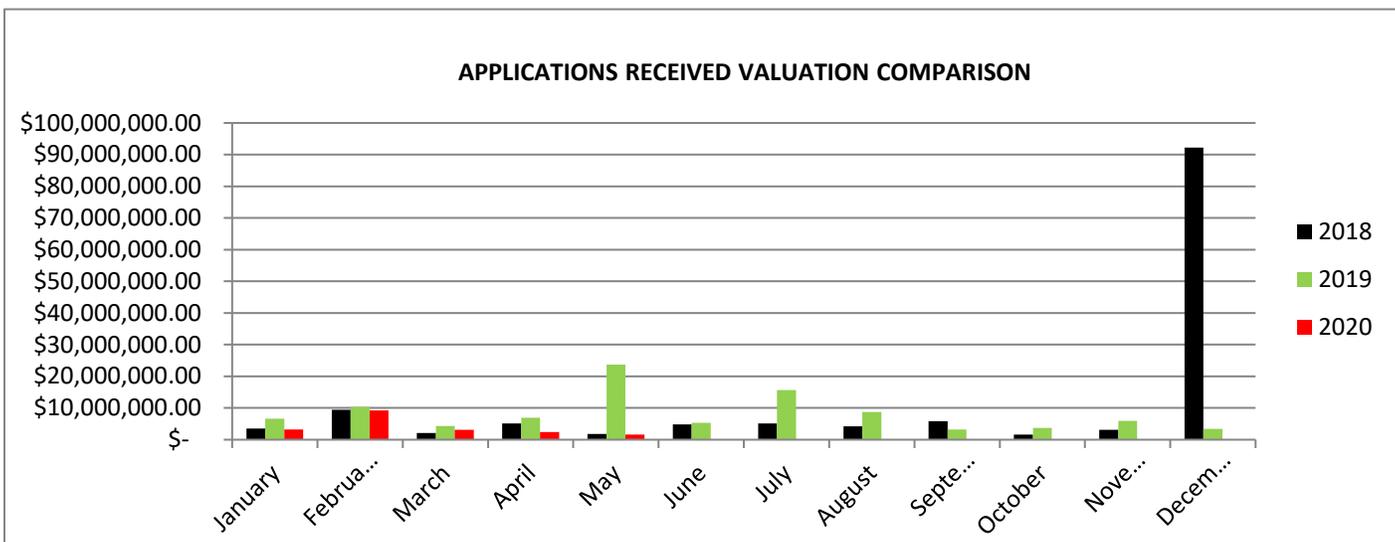
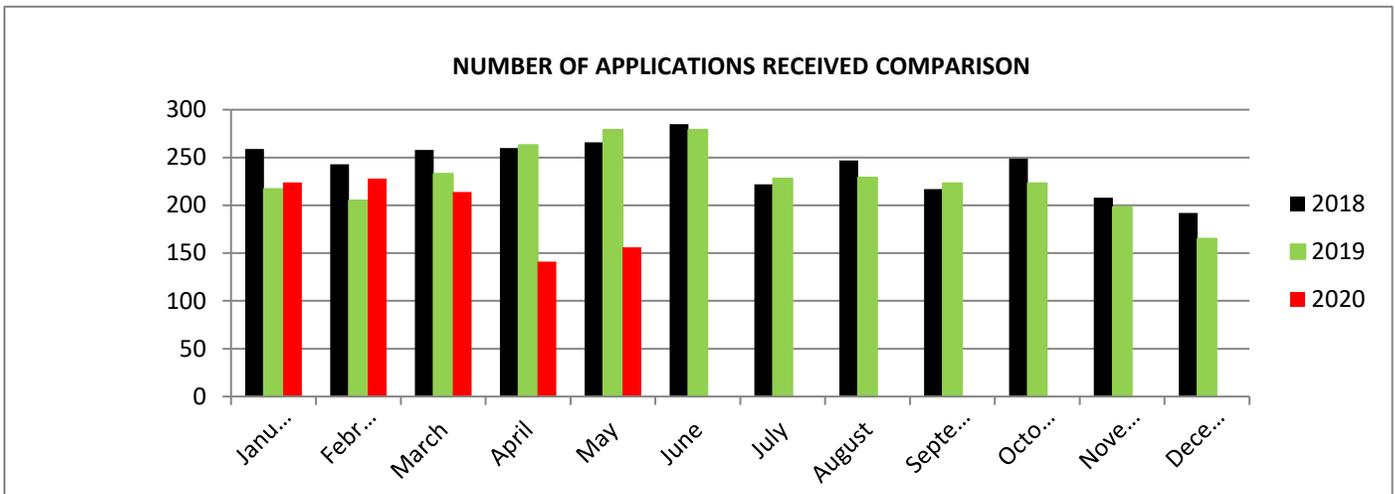
MAJOR PERMITS ISSUED

Project Name	Description	Date Issued	Address	Valuation
ROBBINS & CO BUILDING	NEW COMMERCIAL BUILDING: TILT-UP CONCRETE WALL PANEL CONSTRUCTION. SHELL ONLY.	05/20/2020	1228 S 140TH ST	\$2,300,000.00
BURIEN 6 TOWNHOMES, UNIT A & B	CONSTRUCT NEW TOWNHOUSES (TWO UNITS).	05/18/2020	1830 S 116TH ST UNIT A	\$633,365.00
ROBBINS HEADQUARTERS	CLEAR SITE INSTALLATION OF NEW ROBBINS & CO HEADQUARTERS BUILDING	05/08/2020	1228 S 140TH ST	\$509,389.00
PRECINCT 4 ELECTRICAL DISTRIBUTION REPLACEMENT	REPLACE EXISTING INTERIOR MDP PANEL WITH NEW EXTERIOR MSB MAIN SWITCHBOARD / REPLACE (11) EXISTING ELECTRICAL PANELS WITH NEW PANELS / ADDED EXTERIOR CANOPY WITH (3) LIGHT FIXTURES BEING CONTROLLED BY OCCUPANCY SENSOR	05/20/2020	14905 6TH AVE SW	\$284,441.00
CASTLE DEVELOPMENT NEW SFR □ LOT #3	CONSTRUCT APPROX. 2600 SQ. FT. SFR	05/28/2020	11807 12TH AVE S [TEMP]	\$330,643.36
KIPLING / CAPLE REMODEL	INTERIOR ALTERATION OF KITCHEN & MASTER SUITE	05/01/2020	16431 MARINE VIEW DR SW	\$200,000.00

Summary of Applications Received

May 2020

Permit Type	Count	Valuation
Building	21	\$1,466,072
Damage	1	
Demolition	0	
Electrical	66	\$54,422
Fire Protection	6	\$29,679
Mechanical	22	\$33,342
Plumbing	10	\$30,125
Right of Way	27	
Sign	1	\$38,750
Totals:	156	\$1,612,240



TI PERMIT APPLICATIONS

Project Name	Description	Date Received	Address	Valuation
SKYWAY TOWING & RECOVERY OFFICE	CONVERT EXISTING SFR INTO OFFICE	05/20/2020	839 S 176TH ST	\$40,000.00
VACANT SPACE TI	INTERIOR REMODEL OF 2185 SF VACANT SPACE ADJACENT TO EXISTING 911 RETAIL SHOP TO CREATE A STORAGE AREA / MODIFICATIONS TO EXISTING RESTROOMS FOR ADA COMPLIANCE & FIXTURE REPLACEMENT / REPLACEMENT OF EXTERIOR DOORS WITH WALL INFILL AND/OR NEW DOORS	05/20/2020	136 SW 152ND ST	\$40,000.00
INDIGO BURIEN TI	NEW INTERIOR PARTITIONS, NEW FINISHES, AND FIXTURES / NO WORK TO THE EXTERIOR, EXISTING FLOOR AREA, OCCUPANCY, AND OCCUPANCY TYPE REMAINING	05/21/2020	15870 1ST AVE S STE 101	\$238,000.00
CHILDHAVEN OFFICE RENO	DEMO OF NONSTRUCTURAL WALL & ADDITION OF A NONSTRUCTURAL WALL / REMOVAL OF DOORS & ASSOCIATED WALL PATCHING / INSTALLATION & REMOVAL OF CASEWORK	05/21/2020	1035 SW 124TH ST	\$9,000.00

MAJOR PERMIT APPLICATIONS

Project Name	Description	Date Received	Address	Valuation
ROBBINS NEW SFR	CONSTRUCT NEW SINGLE FAMILY RESIDENCE	05/20/2020	13045 STANDRING LN SW	\$700,000.00
INDIGO BURIEN TI	NEW INTERIOR PARTITIONS, NEW FINISHES, AND FIXTURES / NO WORK TO THE EXTERIOR, EXISTING FLOOR AREA, OCCUPANCY, AND OCCUPANCY TYPE REMAINING	05/21/2020	15870 1ST AVE S STE 101	\$238,000.00

June XX, 2020

The Honorable First Name, Last Name
United States Senate/House of Representatives
1234 Congressional Building
Washington, DC 20510/20515

Dear Senator/Representative,

As our communities and our country continue to respond to the COVID-19 pandemic, we want to thank you for your bipartisan support for downstream fish passage at Howard Hanson Dam. Your hard work and leadership have already produced results – the Corps of Engineers has identified funding in their fiscal year 2020 work plan for Howard Hanson fish passage related studies.

Together, we represent hundreds of thousands of Washington residents that appreciate your commitment to this regionally-significant project that will enhance fish populations, improve drinking water supplies, and take important steps towards the restoration of Southern Resident Orcas.

We greatly appreciate our leaders coming together in a bipartisan way to find solutions to the problems that face us. We look forward to working with you to completing fish passage at Howard Hanson Dam.

Thanks for your tremendous leadership!

Signed,