



City of Mount Rainier
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CITY MANAGER REPORT
October 3, 2011

Grants Management

The city has finally received approval of the award for the resurface of the parking lot across the street from city hall located at 3411 Perry Street. After 7 months of submitting the applications and fulfilling all of the federal requirements, notice was received on Friday, September 30, 2011 that the grant had been awarded. Management successfully submitted the federal financial report (FFR) and executed the award. Within the next few weeks we should be ready to move forward with this project.

The project which involved the lighting upgrade in the Kaywood Apartment complex has been on-going without any unusual delays.

Management is currently working on three applications: Sustainable Community Designation, MainStreet designation, and Community Legacy FY 2012 application. The Sustainable Community Designation Application is due January 1, 2012 and will incorporate all of the criteria associated with the city's green efforts among other criteria. The MainStreet Application is due November 1, 2011, and the Community Legacy Application is due October 26, 2011.

The city received three (3) responses to the Buchanan Green Street Project. A separate analysis is attached concerning the proposals and a recommendation for the most impressive bid.

Conferences and Training

On October 18, 2011 the city will received a check from Local Government Insurance Trust for a training grant for the public works management staff.

The city manager attended the annual International City/County Management Association (ICMA) conference and received her 35 year service award recognition for working in local government. Much valuable information was received which will be shared with the council for discussion at the October work session concerning branding beyond a logo. This workshop emphasized the need to promote the positive aspects of the community. A company with expertise on public/private partnership development was consulted during the conference and a

subsequent meeting will be held. Another important aspect of revitalization was discussed at another workshop focusing on the need for elected officials to understand that in today's economic climate, development has to be geared towards folks who are looking to rent properties vs. buying properties and that recent development across the nation supports this phenomenon.

Management staff attended the mandatory training for Community Legacy on September 30, 2011, and the required training for the MainStreet Application earlier in the month. Local Government Insurance Trust will host its annual meeting and training on October 6, 2011 and management will be in attendance.

There is also a mandatory training which is scheduled for October 11, 2011 for the \$75,000 Bond Bill awarded to the city towards the Civic Center construction drawings. We have a total of \$285,000 left in unspent funding from the State Bond Bills and Community Legacy. We still need approximately \$145,000 for the total costs of construction drawings and we will then need the estimated \$4.5 million for construction.

Fiscal Management

The Fiscal Year 2012 audit is underway as the auditors continue with their fieldwork. Management is not anticipating any delays.

Code Abatement

Letters and invoices were sent to various property owners within the city for property maintenance code violations that were abated by the city's contractor. If these invoices are not paid by October 15, 2011, property tax liens will be requested in the amount of \$4579.50.

Court Judgments

The Code Enforcement Officers successfully defended cases in court; \$1,000 judgment was awarded for the burned property in the 4000 block of 34th Street; an abatement order was rendered on behalf of the city for the unfinished burned property on 33rd Street; a request was made to the Deputy State's Attorney's Office for the property at 37th and Perry Street for a violation of probation for property maintenance. This case is scheduled for a hearing on October 28, 2011. Another request for an abatement order was granted as well.

Mount Rainier Police Station

The city is still waiting for the final documents on the proposed replacement of the generator. The delay has primarily been due to the extensive code upgrades that are now required. Additionally many of the companies consulted do not have the capacity to comply with all of the current regulations. It is anticipated that the final documents will be delivered before the end of the month.

Recommendations

During the last council meeting, the council approved \$500 in funding for Water Shed Kids. The management staff was asked to recommend a budget line item for this expenditure.

It is recommended that the appropriation for this project be funded through the youth and recreation budget which will leave a balance of \$5,500 for Fiscal year 2012.

Bid Proposals

The city received three proposals for its Buchanan Green Street project which will be funded through a grant from the Chesapeake Bay Trust. The companies that submitted timely proposals were A. Morton Thomas and Associates, Inc., Consulting Engineers, Rockville, Maryland; Biohabitats, Inc., Baltimore, Maryland; and C.C. Johnson & Amphora, P.C. Columbia, Maryland.

All of the proposals were well thought out and all three companies appear to have the expertise required to develop a successful project. A. Morton Thomas and Associates, Inc. appeared to have engaged in the most projects that were similar in nature to what is required for this project.

A summary of the submittals is attached to this report. All of the proposals are available for review should the council desire.