



*The city of opportunity, the community of choice*

TO: Mayor McLeod  
Councilmembers

FROM: Marty Wine, City Administrator

DATE: December 10, 2024

SUBJECT: City Administrator's Report

The City Administrator Report is meant to provide the Council, staff, and the community with an update on the activities of the City and on issues that concern Tukwila. Please let me know if you have any questions or need additional information about any of the following items.

## **I. Intergovernmental Update**

- **Meeting re Duwamish River:** Community Development staff met with the Port of Seattle to discuss potential options for off-channel habitat along the Duwamish River, north of Cecil Moses Park.
- **Greater Seattle Partners:** Mayor McLeod, City Administrator Wine and staff met with Greater Seattle Partners on December 3 to discuss potential partnership opportunities.
- **King County City Managers/City Administrators Meeting:** City Administrator Wine hosted the King County City Managers/City Administrators monthly meeting on December 4.
- **Seattle Southside Chamber of Commerce Holiday Mixer:** Mayor McLeod, Councilmembers Hedrick and Papyan and staff attended the Seattle Southside Chamber of Commerce Holiday Mixer on December 5.
- **Joint Recommendations Committee:** Human Services staff attended the Joint Recommendations Committee with King County partners for their presentation relating to how 2024 federal funds were allocated in South King County on a variety of projects.

## **II. Community Events**

- **Winter Weather Preparedness Workshop:** Emergency Management Hosted a Winter Weather Preparedness Presentation and Workshop in partnership with Tukwila Water Department and Puget Sound Fire. The presentation reviewed the National Weather Services' Winter forecast, travel preparedness, common winter hazards and their impacts, mitigating water emergencies, and holiday fire hazard prevention. The workshop portion allowed attendees to practice water shut off and fire extinguisher use.
- **Tukwila Community Leadership Initiative:** The Tukwila Community Leadership Initiative celebrated the closing of the program on November 26. 16 community members received a

certificate of completion for attending the 7-week program. The objectives were to learn how local government works, make connections, and grow their sense of belonging.

- **Tukwila Culture and Fashion Show**: Mayor McLeod and Councilmember Hedrick and city staff attended the Tukwila Culture and Fashion Show on December 8 at Tukwila Village. The event was hosted by the Somali Independent Business Alliance. The City sponsored the event with lodging tax and port grant funds.
- **Tukwila School District Resource Fair**: Human Services staff attend the Tukwila School District annual Resource Fair to share basic needs resources with Tukwila families.
- **Gingerbread House and Ornament Making Event**: Parks & Recreation staff set up shop at Westfield Southcenter Mall and had a gingerbread house and ornament-making event in support of the Spirit of Giving. 50 families stopped by to have some holiday fun.

### III. **Staff Updates**

#### **Public Safety**

- **Shop With A Cop**: The annual Shop with a Cop event took place on December 7, 2024.
- **Battle of the Badges**: The Police Department is preparing for the Battle of the Badges event at Renton Technical College on December 14. Battle of the Badges is a holiday event where first responder agencies decorate department vehicles in holiday lights and handout swag.

#### **Project Updates**

- **Tukwila Community Center Heating Upgrades Phase 1**: The new boilers are online and the building now has heat. Work will continue to fine tune the system and maintain the components required for a fully functioning heating system.

#### **Boards, Commissions and Committees**

We welcome the City Council to encourage community members to apply for vacant Board & Commission positions.

- **Arts Commission**: The next meeting is scheduled for December 18, 2024.  
3 resident position terms expire March 31, 2025.  
No vacancies.
- **Civil Service Commission**: The next meeting is scheduled for January 16, 2025.  
No vacancies.
- **COPCAB**: The next meeting is scheduled for January 9, 2025.  
VACANT: Student Representative.
- **Equity & Social Justice Commission**: The next meeting is scheduled for January 9, 2025.  
1 City Employee position term expires March 31, 2025.  
1 Education/Community position term expires March 31, 2025.  
2 Community position terms expire March 31, 2025.  
VACANT: Student Representative. 1 application received.
- **Human Services Advisory Board**: The next meeting is scheduled for December 12, 2024.  
1 Resident position term expires March 31, 2025.

1 Faith-Based position term expires March 31, 2025.

VACANT: 1 Resident position and 1 Business Community Representative.

- **Library Advisory Board:** The next meeting is scheduled for January 7, 2025.

4 Resident position terms expire March 31, 2025.

No vacancies.

- **Lodging Tax Advisory Committee:** The next meeting is scheduled for December 13, 2024.

All positions are 1-year terms.

VACANT: 1 Business Collecting Tax Representative

- **Park Commission:** The next meeting is scheduled for December 11, 2024.

3 Community position terms expire March 31, 2025.

VACANT: 1 Community position.

- **Planning Commission:** The next meeting is scheduled for December 12, 2024.

No vacancies.

**IV. Responses to Council/Community Inquiries**

Date of Inquiry	Inquiry	Response
August 26, 2024	During public comment Still Waters requested support for the \$40,000 funding proposal submitted to the Human Services process.	While the Human Services Advisory Board recommended an award of \$4,000 to Still Waters, staff approached Amazon about the potential for private funding. As a result, Amazon has committed to providing \$40,000 to Still Waters each year for the next two years.
November 25, 2024	During public comment it was suggested that the City should help Spice Bridge businesses.	Staff from Parks and Recreation and Economic Development met with staff from Global to Local to explore opportunities to help the remaining businesses at Spice Bridge during their transition. Staff is looking into options.
November 25, 2024	A councilmember asked how the city is handling urgent permit needs associated with the November windstorm.	Community Development understands the urgency and operates with a very lean team, which limits the ability to take a proactive approach to disaster response. With the resources available, the focus is on providing an efficient and effective reactive response. In this example the permit was applied for online on Sunday, the permit was issued on Monday, and inspection occurred on Tuesday.