



Legal Department

January 10, 2008

TO: Doug Baker, City Administrator
FROM: Karen Kirkpatrick, City Attorney
RE: Quarterly Report – for Fourth Quarter Ending December 31, 2007

The following is a highlight of projects and activities the Legal Department dealt with during the fourth quarter of 2007.

- Assisted Facilities staff with contract preparation for the Crosby House repairs.
- Provided direction and coordination between staff and special counsel for the Littlerock/70th annexation and hearing before the Boundary Review Board.
- Attended the fall conference of the Washington State Association of Municipal Attorneys.
- Continued to stay in touch with outside counsel regarding the acquisition of water rights from the Doelman property and coordinated access to the property.
- Continued to assist staff with work on a warehouse ordinance.
- Continued to work with the City Attorneys from Olympia and Lacey and our joint outside counsel on issues in the All American Bottled Water case, including discussions with the bankruptcy trustee and his agents.
- Assisted staff in discussions with Tumwater Valley Bar & Grill over power consumption issues and provided review of remodel and surplus questions.
- The Washington Utilities and Transportation Commission ruled in favor of the City in the Puget Sound Energy issue. PSE has until January 18 to appeal. The Superior Court matter, which was on hold while the WUTC ruled, can proceed following the appeal period.
- Reviewed contracts for various departments for approval as to form.
- Prepared sample ordinance and resolution templates for distribution to city staff for uniform formatting.
- During this quarter, the prosecutor handled 256 hearings. An appeal is still pending and is currently set to be heard in March. Two jury trials are also currently pending. We contract with Thurston County District Court for jury trials.
- Provided preliminary review of a parks impact fee. A draft ordinance will be presented in the near future.
- Continued discussions with Thurston County over permitting in the new annexation area.
- Continue to work with joint counsel on an Olympia lawsuit over water availability where Tumwater is a named defendant. It is still anticipated that Tumwater will be dismissed out of this matter.

- Co-chaired the annual United Way campaign.
- Reviewed and/or approved various ordinances, resolutions and agreements from all departments.

Attachment

LEGAL DEPARTMENT REPORT ON NEW PROJECTS/REQUESTS

For Period of October - December, 2007

To: Doug Baker, City Administrator

From: Karen Kirkpatrick, City Attorney

Date: January 10, 2008

RE: Report for Fourth Quarter, Ending December 31, 2007

The following is a list of new projects/files opened by this office during the period of October through December, 2007:

Department	Proj #	Project Type	Description	
Administration				
	2007-065	Resolution	R2007-008 2008-2013 Capital Facilities Plan (CFP)	
<i>Total for Administration</i>				1
Finance				
	2007-056	Claim for Damages	Thompson (Geneco) - Requesting Refund of Fees for Latecomer and inspection	
	2007-058	Review	Draft Lodging Tax Expenditure form	
<i>Total for Finance</i>				2
				1

Department	Proj #	Project Type	Description
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Legal

	2007-054	Information	Draft Janitorial Services Agreement
	2007-055	Information	Cell Towers - FCC changes
	2007-057	Information	WUTC 2007 Proposed rule changes

Total for Legal 3

Planning & Facilities

	2007-060	Rezone	Site Specific Rezone - SE Grainger Development LLC
	2007-063	Resolution	R2007-013 Century-Hwy 99 City Limit Adjustment
	2007-064	Information	Wayfinding Program Master Plan

Total for Planning & Facilities 3

Public Works

	2007-059	Information	Water System Disinfection Project
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Total for Public Works 1