MEMORANDUM 20-103

To: Melissa Jacobsen, City Clerk
Through: Jan Keiser, PW Director
From: Jean Hughes, PW Inspector

Date: June 16, 2020

Subject: Street Improvements – Official Road Maintenance Map
Commercial Park Sub – Ternview Place and Kilokak Lane
Virginia Lyn Sub – Virginia Lyn Way

As part of Construction Agreements, road improvements were constructed for the Commercial Park Unit 1 Subdivision, Phase II, and for a portion of Virginia Lyn Way of Virginia Lyn Subdivision. These road improvements were finished in 2019 and this department has inspected and approved the construction.

The three streets are:

Commercial Park Subdivision
1. Ternview Place - 635 lineal feet
2. Kilokak Lane - 1320 lineal feet

Virginia Lyn Subdivision
1. Virginia Lyn Way - 560 lineal feet

This is a total of 2515 lineal feet (.48 miles)

In accordance with Ordinance 85-13, Section 11.20.090, and Section 11.20.100, this Department requests that the City Council formally accept the street improvements for operation and maintenance. Upon the Council’s approval, please add the additional .48 miles of road to the Official City Road Maintenance Map for year-round maintenance.

See attached map for location.

Fiscal Note – Annual maintenance costs for these improvements is estimated to be $9300.

C: Jan Keiser, PW Director
    Rick Abboud, Acting City Manager