

OFFICE OF THE MAYOR

MEMORANDUM

TO: City Council

FROM: Eric W. Olson, City Administrator *EWO*

DATE: November 12, 2015

SUBJ: Long Hollow Communications Tower

ENCL: (a) Timeline of Events Related to the Construction and Permitting of the
Communications Tower on City-Leased Property in the Long Hollow
Stormwater Basin with Attachments
(b) Letter dated November 10, 2015 from Jeff Helms, P.E., Vice President, Atkins
NA, Inc., re: Long Hollow Pond and Radio Tower

Mr. President and Members of the City Council,

At your November 9, 2015 Agenda Conference you agreed to consider a recommendation to direct your staff to assemble information for your use in determining whether the current ground lease agreement between the City and Divine Word Communications may be amended or terminated and whether the communication tower should be modified or removed.

The enclosed information packet is provided to assist you in your discussion and to respond to reporting that calls into question the structural integrity of the tower, stormwater management in the Long Hollow basin and the City staff's response to issues that arose during the construction of the tower.

If you have any questions about the material in the packet or about the individual actions referenced in the documents I strongly encourage you to call me. I can arrange meetings with relevant staff members at your convenience to answer your questions and to explain in more detail the work that was done by City staff to ensure that the communication tower was properly permitted and properly constructed.

cc: Don Kraher, Council Executive
Ericka Burnett, City Clerk