



# Burien

*Washington, USA*

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## MEMORANDUM

**TO:** Honorable Mayor and Members of the City Council  
**FROM:** Mike Martin, City Manager  
**DATE:** February 8, 2010  
**SUBJECT:** City Manager's Report

### I. INTERNAL CITY INFORMATION

#### A. Contracts Over \$25,000 Signed by City

The City has recently signed the following budgeted contracts for 2010 that are over \$25,000. Most of these 2010 contracts are less than their 2009 contract amounts.

- Ball Janik Attorneys for \$46,800 for 2010 Federal Lobbying Services
- Mike Doubleday for \$65,715 for 2010 State Lobbying Services
- Discover Burien for \$98,148 for 2010 Business Development Services and Team Clean Sweep.
- Kirshenbaum & Goss for \$75,000 annually for 2010 – 2012 Public Defender Services.
- Puget Sound Access for \$33,000 for 2010 Videographer/TBC 21 programming services.
- Seitel Systems for \$37,000 for 2010 Information Systems Management Support Services

#### B. Burien Town Square Project Nominated for Vision 2040 Award

The Community Development Department has submitted the Burien Town Square project for a Puget Sound Regional Council "Vision 2040" award. The annual award from PSRC honors outstanding real-life examples of how the region is achieving our ambitious vision for growing wisely and creating great quality of life in all the region's communities. The awards will be presented in May.

#### C. City Staff Presents at National Conference

Community Development Director Scott Greenberg spoke at the national New Partners for Smart Growth Conference in Seattle on February 4<sup>th</sup>. He was on the panel "No Silver Bullet: a multi-pronged approach to smart growth implementation" with staff from the Cascade Land Conservancy and City of Kirkland. The workshop focused on how to build broad community support for smart growth policies and projects. Following the first session, Scott led a mobile workshop with King County Housing Authority and King County staff. "Evolving 1950's Suburbs to the 21st Century" included stops at Greenbridge and the SW 98<sup>th</sup> Street pedestrian corridor in North Highline, as well as downtown Burien and the Northeast Redevelopment Area (NERA).

**D. Staff Attends Green Building Seminar**

Permit Technician Mary Gianelli of the Building Department attended the "Overview of Green Building" seminar sponsored by MyBuildingpermit.com. Topics included the challenges and conflicts of green building standards, current issues-moisture, ventilation and the future of green building. Mary is a member of the MyBuildingPermit.com Green Building Committee and the City of Burien Sustainability Committee.

**E. Potential Sculpture for New Community Center Atrium**

Puget Sound Skills Center (PSSC) welding instructor Dale Copeland has approached PaRCS with a proposal for students to create a sculpture that can be installed as a long-term loan and located in the new Community Center's atrium garden. This would be the same area where the Burien Library's George Tsutakawa sculpture had previously been located. Mr. Copeland and his students created the eagle sculpture for the B/IAS site last year, which is now located at PSSC. That project was such a success that Mr. Copeland is hoping to make an "art sculpture" an annual school project. The proposed sculpture will be designed by students and could have a water feature. Once designed, the students will be presenting their proposals to the Arts Commission.

**F. Burien Arts Association to Vacate Park Building**

The Burien Arts Association (BAA) board of directors informed PaRCS of their intent to vacate the Burien Arts Gallery building at the end of March. BAA has been a tenant in the "blue house" in Dottie Harper Park for many years. The board is revisiting their mission and in a period of transition, primarily due to a lack of funds and resources. Board President John Upbehd and member Lori Haslund updated the Arts Commission at their January meeting. PaRCS will be reviewing options for future use of this rental facility in the coming weeks.

**G. Empty Bowls a Smashing Success**

The annual "Empty Bowls" fundraiser for the Highline Food Bank held on January 29 at the Moshier Arts Center set a new record this year for attendance and money raised. This year's event had 964 diners and raised over \$13,000, with approximately 40 volunteers working the event. Moshier pottery students contributed 1106 bowls for the fund raiser, which continues to be a highly-anticipated and beloved event for the community. Cultural Arts Supervisor Gina Kallman originated the event four years ago and continues to facilitate its successful expansion.

**H. New Futures Celebration at Woodridge Park**

On January 28, 2010 staff participated in the one-year anniversary of New Futures' newest site at Woodridge Park located at 12420 28th Ave S, Seattle, WA 98168. This event featured a bi-lingual program with a list of speakers that included:

- A parent from the Woodridge Park program
- New Futures Board Vice President Luis Fraga
- Highline School District Superintendent John Welch
- King County Housing Authority Executive Director Stephen Norman

- SeaTac Chief of Police James Graddon
- Sergio Cueva-Flores, King County Director for Senator Patty Murray
- Rebecca Saldaña, Community Liaison for Rep. Jim McDermott

New Futures has been a part of this 200-unit apartment complex since October 2008. Woodridge Park Apartments are located in the Boulevard Park Community, and are owned by the King County Housing Authority. The New Futures site has quickly become a hub of activity for kids and families with activities that include: after school program, youth program, parent/child playgroup, community information nights, and fun community gatherings.

#### **I. 2010 IS/GIS Division Work Plan**

For all you techie-types, here's a look behind the scenes at some of the major initiatives that we'll be working on in the coming year:

1. Email system upgrade
  - Includes the ability to archive emails according to state mandated records retention schedule
2. Assist the Parks Department with the move into their new facility
  - Involves working with Comcast to bring fiber into the building
3. Go live with a new "Sharepoint" intranet site
  - A "space" for staff-only communications, e.g. human resources information
4. Upgrades happen
  - Windows 7
  - Exchange 2010 (email system)
5. Expand use and functionality of cross-departmental systems
  - CityWorks (Public Works asset and work ticket tracking system)
  - Stellent (document management system)
6. More GIS data development (for Community Development department)
  - GPS inventory of commercial signs
  - Critical areas mapping update
7. VMWare – Phase 2
  - This is the new "virtual" server technology that we moved to last year
8. COPs grant (Community Oriented Policing)
  - Upgrade to 700 MHz radios
  - Reverse 911 phone system

This plan is in addition to our daily task of keeping things running smoothly.

**J. Burien Staff Assists School District with Scholarship Applications Review**

Economic Development Manager Dick Loman was asked to again review Washington Award for Vocational Excellence (WAVE) scholarship applications this year as part of a committee for the Highline School District. He did so on February 8, 2010. This is a preliminary committee that selects the finalists to be sent in to the State. WAVE awards pay undergraduate educational tuition for two years at an accredited public or private college or university, or licensed vocational school. Three WAVE recipients are chosen from each legislative district by a selection committee.

**K. Gang Resistance Education and Training (G.R.E.A.T.) Program**

Burien Police Officers BJ Myers and Robell Ghrmai graduated 181 seventh-graders at Sylvester Middle School on January 22<sup>nd</sup>. G.R.E.A.T is a 14-week program taught by police officers on a variety of topics to help students make good choices for their future. The next session will start in mid February. The graduation was attended by the City Manager, Police Chief and Administrative Sergeant.

**L. Permit Applications for Annexation Area Now Being Accepted**

The City is now accepting permit applications for projects within our annexation area. Applicants are required to sign a letter of understanding stating that their application vesting date will be no earlier than April 1 (the date of annexation), they will comply with regulations in effect on April 1, that permits cannot be issued until April 1 and that work cannot begin until a permit is issued. This program allows the City to begin reviewing applications and providing comments prior to annexation, so that applicants do not have to wait until April 1 to apply. Applicants still have the choice to apply for their permits through King County until April 1.

**II. COUNCIL UPDATES/REPORTS**

**A. November 2009 Sales Tax Report (Pg. 53)**

Finance Staff has provided Sales Tax Detail and Sales Tax Revenue Comparison by Category data for November 2009 (attached). The good news is that the percentage decrease in November's revenue is less than it has been for many months. We are seeing retail sales and food service rebound a bit. The bad news is that sales tax revenue is still down 14% for the month of November. The single biggest reason for this is the dramatic decrease in sales tax attributable to construction activity. Overall, this category of revenue has decreased from 24% of the total sales tax revenue in November 2008 to less than 10% in November of 2009.

**B. Port of Seattle Air Mail Newsletter (Pg. 55)**

The Port of Seattle has sent Burien their latest Air Mail Newsletter. The newsletter is enclosed for your information.