



Burien

Washington, USA

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MEMORANDUM

TO: Honorable Mayor and Members of the City Council
FROM: Mike Martin, City Manager
DATE: April 4, 2011
SUBJECT: City Manager's Report

I. INTERNAL CITY INFORMATION

A. Training Taken by Building Staff

Building Staff took turns attending various training classes the week of March 28-31 at the Washington Association of Building Officials Annual Education Institute held at the Doubletree in Southcenter. Subjects included "Wind and Seismic Provisions", "Construction Defects, Failures & Repairs", "Rainwater, Greywater, and 2009 Uniform Plumbing Code", "Managing Floodplain Development", "Evaluating Buildings After a Disaster", "Code update for Permit Technicians", and "Advanced Means of Egress." These classes are necessary to stay up to date with current standards and to fulfill certification requirements.

B. The Old Switcheroo Update

Making big lifestyle changes can be tough. Whether it is trying to exercise thirty minutes per day, drinking more water, or remembering to floss your teeth, changing lifestyle habits that have been in place for years is daunting. The Old Switcheroo, a wellness campaign conducted January 10 – February 20, 2011, challenged employees to shift their focus away from big lifestyle changes and, instead, make small, everyday changes. Participants were asked to swap three not-so-healthy habits (like watching television) for three healthier habits (like walking ten minutes per day). 24 employees completed the program successfully. One month after the completion of the program, the Wellness Committee wanted to measure the value of the program to affect long-term behavioral change. The numbers are in and we are happy to report that 17 of the 24 Switcheroo participants, 71%, have confirmed that they are still practicing at least two of their three Switcheroos.

C. Public Works Repairs Storm Damage in Seahurst Park (Pg. 61)

Crews from the Public Works Department recently completed repairs to a stormwater catch basin in Seahurst Park (see attached). The damage occurred at the lower end of the Upper Parking Lot in the park, when a major storm event in December caused erosion around a blocked catch basin. Public Works crews worked collaboratively with Parks staff to coordinate and make the needed repairs.

D. Staff Assists With Mock Interviews at Evergreen High School

On March 9th, Human Resources Manager Angie Chaufty and Management Analyst Dori Babcock conducted mock interviews for students enrolled in Evergreen High School's HS3 program. The goal of the exercise was to give students a "real life" experience to prepare them for their transition into the job market. In preparation for their interviews, the students prepared resumes, identified a short-term career goal, and practiced interviewing with their teachers. The students then met one-on-one with the guest interviewers and responded to a list of common interview questions. At the conclusion of the exercise, interviewers provided specific constructive feedback to each student.

E. Larry Blanchard Makes Presentation at AWWA Conference – April 1st

Public Works Director Larry Blanchard gave a joint presentation with Margaret Dorchester, Lead Consultant, at the APWA Spring Conference on Performance Excellence in Government Agencies on April 1st. Margaret spoke about a few management concepts, approaches, and the evolution. Larry spoke about the application of each concept and how he was able to lead organizations to a more proactive and efficient agency that satisfies budgets, comprehensive plans, City Councils' expectations, and customers' needs. He spoke about his experience of what it takes to get from a chaotic and reactive organization to a proactive and well run organization. Malissa Phok (Burien ROW Inspector) worked with Larry and Margaret to put together a 50-minute presentation that best conveys their message while keeping the audience engaged.

F. Overlay Project Update

Storm drain repair work has been completed, which included more than a mile of replacement piping ranging in size from 12-inch to 24-inch diameter. Nearly 700 feet of pipe lining was installed, and the finish elevation of over 100 catch basins has been adjusted in order to provide for effective drainage and a smooth ride on the finished road.

Over the last week the asphalt grinding and deep pavement repair was completed for the entire length of SW/S 128th Street. This work was performed at night when the street could be completely closed to thru traffic, and allow for only local residents to drive amongst the machinery. Unfortunately, this also created a lot of noise and dust along the corridor causing some uncomfortable nights for residents along the way. On the positive side, work was completed in five nights with no traffic nightmares, avoiding nearly a month's worth of work and considerable traffic problems had the work been done during day.

II. COUNCIL UPDATES/REPORTS

A. Hotel Motel Taxes

Council requested the information below regarding Hotel/Motel tax:

Cities in King County can only impose a 1% tax on lodging due to a combined legal limit of 12% for both sales and hotel/motel taxes. The amount of hotel/motel tax that can be levied by the City of Burien is calculated below:

Sales tax less RTA (Transit)	8.2%
Hotel/Motel Tax pledged to Qwest Field debt service	2.0%
Hotel/Motel Tax pledged to WA State Trade & Convention Center	<u>2.8%</u>
Subtotal	13.0%
Less hotel/motel tax credited against sales tax	<u>-2.0%</u>
Combined total of current sales and hotel/motel taxes	11.0%
Legal limit of combined sales and hotel/motel taxes	<u>12.0%</u>
Available taxing authority for hotel/motel tax	1.0%

Revenues from hotel/motel tax can only be used to fund tourism promotion, which is defined as, "activities and expenditures designed to increase tourism, including but not limited to advertising, publicizing, or otherwise distributing information for the purpose of attracting and welcoming tourists... and funding marketing of special events and festivals designed to attract tourists." Funds may be spent only on marketing special events and festivals, not on the costs of actually putting on the special event or festival.

To impose this tax, the City must form an advisory committee, consisting of at least five members. The committee membership must include at least two representatives of businesses that are required to collect the hotel/motel tax, two representatives involved in activities authorized to be funded by this tax and one elected City official.

The City of Des Moines has at least 6 hotels/motels and collects approximately \$20,000 per year.

SEAHURST PARK – Upper Parking Lot C B – PW project

Damaged: Dec. 12, 2010 **Repaired:** March 25, 2011



