



# Burien

*Washington, USA*

City of Burien

## MEMORANDUM

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**DATE:** February 17, 2017

**TO:** City Council

**FROM:** Tony Piasecki, Interim City Manager

**SUBJECT:** Weekly Report

### City Manager's Office

- Discover Burien announced its “Best of Burien” award winners, which will be presented at its annual Dinner and Auction fundraiser on Friday, March 10. Our very own Chris Craig, Economic Development Specialist, was given the award of “Public Servant of the Year”! The Public Servant Award is to recognize “a notable public servant in the community, employed by the city or county in safety, security, health or city administration,” and the recipient is voted in by the community at large. One survey respondent said “Chris Craig has had to wear many hats this year and has done a fantastic job leading. He works well with the Wellness group and is always smiling.” Denise Ferguson, Managing Director of Discover Burien, adds “Chris is amazing. He is so energetic and engages the business community in a way that makes you feel he is really rooting for you and your business to succeed which is so important when you are starting a business. Knowing that someone is cheerleading for you is gold.” We are very proud of Chris and appreciate the integrity of service he brings to our community!
- The Communications Officer and Economic Development Specialist met with branding consultant JayRay on Tuesday, February 14, to provide feedback from the Branding Advisory Committee on the final two logos and plan for a presentation to Council on February 27.
- On Thursday, February 16, Councilmembers Wagner and Edgar and I attended the Association of Washington Cities (AWC) City Action Days in Olympia where we met with several of our legislators to discuss our priorities and house bills of interest to Burien.
- Andrea Snyder has been selected as our new Economic Development Manager. She will join us in late March after tying up loose ends and handing off projects in her current position with the City of Issaquah. We are very excited by her selection and look forward to welcoming her next month!
- The ICMA Management Fellow is wrapping up the Lean project in the Community Development department. The Lean team will have a feedback session with city staff that have helped implement changes to identify further improvements. The Lean team is a cross-departmental group that has worked together for three months, meeting weekly to discuss and implement improvements in the building permitting process.

- The Communications Officer and the Fellow are researching the City's past efforts at connecting with Burien's multilingual community. The strategic plan identified establishing "new ways to better engage diverse communities in civic conversations and activities" as a 2017/18 priority. Once the research is complete and a scope of work is finalized, an RFP to engage a firm or individual with expertise to develop this portion of the communications plan will be issued. It is likely that this work will include internal components ranging from procedural changes to staff training as we continue to improve how we serve all of our community members.
- To fulfill Council direction regarding CARES employee salaries and contract renewal, salary projections have been completed by the City and by the Executive Director of CARES.
- Councilmember Edgar and I attended the Seattle Southside Chamber Business Awards Luncheon on Friday, February 10, along with Economic Development Specialist Chris Craig. Long-time BEDP member and Burien business owner Judy Coovert received the Business Advocate of the Year award, beating out regional giant The Boeing Company! Congratulations, Judy!

#### Communications

- The Management Intern-Communications Assistant position is posted and will be open until March 3; this is a permanent, part-time position.
- The Communications Officer has a phone conference scheduled with CivicLive to re-start the website redesign project.
- Staff from the Communications Office, IT, and Parks are working together to develop more content for our public television channels.
- Development of the Communications Plan is ongoing.

#### Parks and Recreation

- PaRCS was recently awarded an \$11,000 4Culture grant that will be used to support arts in our community, including the Wild Strawberry Festival, Concerts in the Park and Arts-A-Glow. They also received a King County Shape Up grant for \$16,800, which focuses on balance and fall prevention for seniors and helps to fund marketing and instructors, and provide discounts to participants for our dance and fitness classes.
- The Sylvester Middle School After-School program is attracting 65 students on average. This fun program features healthy snacks, volunteer opportunities, cooking, art/craft workshops, field trips, swimming, and more.
- The Friday Late Night program for teens grades 7-12 (also located at Sylvester Middle School) continues to be a huge hit, even drawing youth from other school districts. Kids have fun participating in sports, video games, arts and crafts, and other activities.
- Staff have been working to mitigate damage caused by slides at Seahurst Park as a result of the heavy rains. The upper parking lot is closed while we work to clear and divert the water and debris.

### Legal

- A state of emergency has been declared for Peter Western Bridge, located at S. 116th St between Military Rd. and 24th Ave S because of the potential for a landslide in the ravine, caused by erosion from the snow melt and heavy rains. It is estimated the bridge will be closed for at least six months.
- A state of emergency has also been declared for Arbor Lake, 12380 2nd Avenue S, due to an oil spill. The source of the spill is currently unknown.
- Denton's law firm is filing a petition review today, formally suing the FAA for failing to cease the north flow departures from SeaTac Airport over Burien.
- Law firm Kenyon Disend is working on pleadings for six code compliance properties that have been languishing for some time in hopes of resolving these cases.

### Community Development

- Merrill Gardens at Burien is gearing up for resident move ins! Good weather is needed for the final planning and landscape inspections.
- At the direction of Council, the findings by the Downtown Mobility Study consultant were referred to the Planning Commission for study and recommendations on possible Zoning Code amendments. The Community Development Director presented these recommendations to Council at the Monday, February 13 meeting, and will return to Council on March 6 to discuss this issue and the Significant Tree Retention Zoning Code.

### Economic Development

- Discover Burien extended an offer to a candidate for their vacant Executive Director position.
- BEDP members approved their 2016 Annual Report and will present their 2017 Work Plan to Council on February 27.
- Because the February 6 Council meeting was canceled due to inclement weather, the interviews of the applicants to the BEDP Advisory Board were rescheduled to February 13 and February 27, and appointments will be made at the March 6 Council Meeting.
- Ribbon cutting celebrations were held last week for BECU Financial Center, SkinPerfect, and Medzo Gelato and Travel Cafe. We welcome BECU and Medzo Gelato to our community, and congratulate SkinPerfect on their grand re-opening in their new location.

### Human Resources

- The City Manager recruitment process is underway; 11 applications have been received so far. Colin Baenziger, of Baenziger and Associates, is handling the recruitment and is confident we will attract a strong pool of candidates. The position closes on February 22.
- The City Clerk has been researching agenda management software by viewing live online demos and visiting a neighboring city to observe the system they are using. High users will be part of the decision making process and a recommendation will be forwarded to IT soon.

### Police

- On February 3, one of our officers was recognized by Child Protective Services when he took children into protective custody and provided dinner for them with his own money before driving them to Seattle. The case worker with CPS was impressed by his compassion, generosity, and professionalism.
- On February 4, a pedestrian was struck and killed by a motorist in the 12400 block of 1 Ave South. The incident is currently under investigation.
- On February 15, Captain Howard and Proactive detectives met with library management to discuss criminal activity and patrol safety.

### Finance

- The final review of the contract with Munis for purchase of the new financial software (Tyler) is nearing completion.
- Second interviews were held for the Senior Financial Analyst position; references are being checked for the top candidate.