



# Burien

*Washington, USA*

City of Burien

## MEMORANDUM

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**DATE:** March 24, 2017

**TO:** City Council

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

**SUBJECT:** Weekly Report

### City Manager

- City Council has received information on the ten candidates presented by the City Manager recruiting firm, and will meet in Executive Session on Monday, March 27 to select finalists for interviews on April 7 and 8. A staff reception and community reception will be held Friday, April 7, to seek stakeholder feedback on the candidates.

### Administrative Services

- City Manager candidate interviews are being scheduled and staff is coordinating outreach for the City Manager reception for the community.
- This week, the City Clerk is attending the Washington Municipal Clerks Association 2017 Annual Conference.

### Communications

- Interviews are scheduled for the part-time Communications Assistant position.
- The first draft of the logo implementation plan will be rolled out soon.
- Options for graphics for business cards and letterhead presented by JayRay are being considered.
- A call for content has gone out to staff for the next Burien Magazine.

### Community Development

- Washington Department of Ecology (DOE) conducted a site visit to the NERA 3 site on Wednesday March 22 and will provide guidance to staff regarding wetland classification by next week. That information is required in order to issue the Critical Area Determination for NERA 3 site development. The Clear and Grade permit and retaining wall permit for NERA 3 are currently being reviewed by staff.
- The first comment letter for the Clear and Grade permit and retaining wall permit for NERA 2 was sent to the applicant on Monday March 20.
- The Maverick Apartments, currently under construction in the northwest corner of Town Square, was granted the ability to conduct hard hat tours for prospective tenants on Thursday, March 23.

### Economic Development

- Andrea Snyder joined us as our Economic Development Manager on March 20-welcome to the Burien team, Andrea!
- On Tuesday, March 21, the Economic Development Manager attended a hospitality industry event where she met with hoteliers and developers about locating a hotel in Burien.
- The Wellness Cluster Luncheon was held at CHI Franciscan on Thursday, March 16. Chief Operating Officer Russ Woolley was present and expressed interest in working with the City on issues that affect the homeless population in the community.
- An open house was held Thursday, March 16, at Merrill Gardens at Burien to seek input for a Downtown Wayfinding System design. Deputy Mayor Tosta and Councilmember Edgar were in attendance.
- There is additional interest in retail space as completion of the new Maverick Apartments nears.

### Finance

- The budget document went to Council on Monday, March 20.
- Work on year-end processing continues.
- Staff is working on the Quarter 4 report and it is anticipated that it will be ready for the next City Manager Report.
- IT has installed all of the new servers.
- Staff is gearing up to migrate to Munis, the financial software selected to replace Springbrook.

### Legal

- Recruitment will begin soon for the newly created Public Records Officer position, as approved by Council at its March 20 meeting.
- The Department of Justice (DOJ) sent us a letter requiring that we install mid-block ADA parking stalls and install an ADA compliant drinking fountain in the City Hall lobby. After addressing these issues, the DOJ recently notified us that we have met the requirements of our voluntary compliance letter.

### Parks and Recreation

- On Saturday, March 18, volunteers gathered for an event, "Clean Up Burien". Local businesses donated supplies for the effort, along with coffee to ward off the cold and rainy weather. About 25 people collected 500-600 pounds of garbage and are planning another clean up event in May. City staff extends a huge thank you to these volunteers for donating their time to improve Burien!

### Police

- On March 13 at 8:00pm, officers responded to a robbery investigation which occurred outside of the City Hall/Library building. As they arrived, two suspects were located and officers began pursuing them on foot. One suspect was apprehended but the second escaped the area. The suspect that was apprehended was found to be in possession of methamphetamine. The incident is currently under investigation.
- On March 20 at 12:45pm, officers responded to the 12000 block of Des Moines Memorial to investigate a robbery. The victim agreed to buy something in an online forum and met the sellers at this location. Upon meeting, the sellers stole the victim's money and drove away. The victim started to follow the suspects until one of them pointed a gun at her. This case is under active investigation and the suspects have been identified.
- On March 20 at 9:30pm, officers responded to the 1200 block of SW 132 to an apartment complex which has experienced numerous car prowls and mail thefts. A resident had reported a suspicious person. On arrival, a subject took off running. He was apprehended after a foot pursuit and found to be in possession of a stolen handgun. He had a felony theft warrant and was booked into jail.
- On March 20, Chief Kimerer, Captain Howard, and Emily Inlow-Hood met with a group residents representing peoplepower.org, a group formed by the ACLU to encourage local law enforcement agencies to follow the ACLU 9 model polices regarding immigration and law enforcement. The meeting went very well and Burien PD already follows each of those applicable policies. More info can be found at [http://aclu-in.org/images/Issues/Immigration\\_Model\\_Policies\\_and\\_Rules\\_3.10.17\\_1.pdf](http://aclu-in.org/images/Issues/Immigration_Model_Policies_and_Rules_3.10.17_1.pdf)

### Public Works

- Governor Inslee declared a state of emergency for the rain event that undermined Peter Western Bridge on February 9.
- The Federal Highway Administration evaluated Peter Western Bridge on Wednesday, March 22, and staff is working with them on funding and replacement of the bridge.
- We are ready to sign a lease for a temporary Public Works Maintenance Shop as approved at the March 20 Council meeting. The property is located at the corner of Des Moines Memorial Drive and S. 156th St.
- The new ADA compliant drinking fountain in the City Hall Lobby is operational and the remodel of the Zen Den is complete.
- A pre-construction meeting will occur in the next few weeks for the 8th Ave S. Storm Drainage Retrofit project in NERA.