



*Burien*  
WASHINGTON

## CITY COUNCIL MEETING AGENDA

November 14, 2011

7:00 p.m.

Burien City Hall  
400 SW 152<sup>nd</sup> Street, 1<sup>st</sup> Floor  
Burien, Washington 98166

PAGE NO.

- |   |   |                     |     |
|---|---|---------------------|-----|
| <b>1. CALL TO ORDER</b>                 | <b>2. PLEDGE OF ALLEGIANCE</b>  | <b>3. ROLL CALL</b> |     |
| <b>4. AGENDA CONFIRMATION</b>           |   |                     |     |
| <b>5. PUBLIC COMMENT</b>                | To receive comments on <i>topics other than public hearing topics</i> . Individuals will please limit their comments to three minutes, and groups to five minutes.                        |                     |     |
| <b>6. CORRESPONDENCE FOR THE RECORD</b> | a. Letter Dated October 24, 2011, from Chestine Edgar and the Lake Burien Neighborhood Regarding the Shoreline Master Plan Working Group.   |                     | 3.  |
|   | b. Email Dated October 30, 2011, from Ciarra Lal Regarding Community Events and Volunteering.   |                     | 5.  |
|   | c. Email Dated November 2, 2011, from Joni Earl, Sound Transit, Regarding TIGER Application.  |                     | 7.  |
|   | d. Letter Dated November 2, 2011, from Lorraine A. Patterson, Director of King County Records and Licensing Services Division, Regarding Regional Animal Services of King County (RASKC). |                     | 9.  |
|   | e. Email Dated November 2011, from Kevin Desmond, General Manager of King County Metro Transit, Regarding the Bus System.   |                     | 13. |
|   | f. Email Dated November 6, 2011, from John Poitras Regarding Annexation.  |                     | 15. |
|   | g. Email Dated November 8, 2011, from Joseph A. Radmacher, Sr., Regarding Taxes.  |                     | 19. |
| <b>7. CONSENT AGENDA</b>                | a. Approval of Vouchers: Numbers 29861 – 29862, 29863 - 30006 in the Amounts of \$317,450.63.   |                     | 21. |
|   | b. Approval of Minutes: Council Meetings August 22, 2011; September 12, 2011; September 19, 2011; and October 24, 2011.   |                     | 45. |

### COUNCILMEMBERS

Joan McGilton, Mayor  
Rose Clark

Brian Bennett, Deputy Mayor  
Lucy Krakowiak

Gerald F. Robison

Jack Block, Jr.  
Gordon Shaw

## CITY COUNCIL MEETING AGENDA

November 14, 2011

Page 2

<b>8. BUSINESS AGENDA</b>	a. Public Hearing on Revenue Sources and Expenditures for 2011-2012 Mid-biennial Budget Review and Update.	59.
	b. Public Hearing on the 2012 through 2017 Six-Year Transportation Improvement Program.	63.
	c. Directing Staff to Draft a Letter to the Port Regarding Disposition of Lora Lake Property.	89.
	d. Discussion of Proposed Resolution 324, Regarding Modifications to the Employee Benefit Package.	91.
	e. Discussion Regarding Forming a Working Group for the Burien Shoreline Master Plan.	101.
	f. Discussion on Mid-Biennial Budget Modification, Including the 2012 Property Tax Levy.	103.
	g. Discussion on National League of Cities Prescription Discount Card Program.	147.
	h. City Business.	157.

### 9. COUNCIL REPORTS

### 10. ADJOURNMENT

October 24, 2011

To the Burien City Council

RE: Shoreline Master Plan-BMHA's letter to the Council and the possible formation of a small citizen/staff working group to negotiate with DOE on the SMP.

To the City Council Members;

In tonight's Council meeting packet is a letter from the Burien Marine Homeowners Association (BMHA). This letter is suggesting the formation of a small working group to negotiate the remaining unresolved issues of the Shoreline Master Plan. Should this approach be pursued by the City of Burien, the Lake Burien Neighborhood is requesting that a representative of its group be included as a member of the working group for these reasons:

1. Members of the Lake Burien Neighborhood gave testimony during the SMP process and at the Department of Ecology (DOE) Public Hearing about their concerns and, as such, are people of standing in this process. The Lake Burien Neighborhood represents a larger group of residents and petitioners than does the Lake Burien Shore Club. However, the Lake Burien Neighborhood does believe that the Lake Burien Shore Club should also be a member of the small working group.
2. The Lake Burien Neighborhood continues to be concerned about inaccuracies that still exist in the current SMP technical documents for Lake Burien and the surrounding lands. These inaccuracies create an inconsistency between the Comprehensive Plan and the Shoreline Master Plan. Under RCW 90.58.080, RCW 36.70A.480, this inconsistency is not allowed.
3. Members of the Lake Burien Neighborhood as well as Neighbors of Seahurst Park, spoke and gave written testimony to protect the M2 reach of the marine shoreline which contains Seahurst and Eagle Landing Parks. This area of the shoreline is a Marine Urban Conservancy but its buffer and setback were almost reduced to zero feet by the Council at one point in the SMP process; the Council tried to lump it together with the other marine shorelines. Therefore, the Lake Burien Neighborhood is requesting that it also represent this shoreline or that a representative of Neighbors of Seahurst Park be made a member of this working group for the continued protection and recognition of the unique nature of the M2 shoreline.
4. Whatever representatives are selected for this working group must be done with the approval of the members of the organizations they represent.

This small working group process suggested by the BMHA seems to make good economic sense for the City of Burien as well as the citizens who reside in these shorelines and the citizens of Burien.

Sincerely,  
Chestine Edgar and  
The Lake Burien Neighborhood  
Members of Neighbors of Seahurst Park

cc: Comm. Dev.  
CFTR: 11/14/11



## Lisa Clausen

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**From:** Public Council Inbox  
**Sent:** Monday, October 31, 2011 10:15 AM  
**To:** 'Ciarra Lal'  
**Subject:** RE:

Dear Ms. Lal,

Thank you for writing to the Burien City Council. Your message will be included in the official Correspondence for the Record for an upcoming City Council meeting in November; members of the public will be able to view it on the City's website (under Departments/City Council/ Agendas/Packets).

Lisa Clausen  
City Manager's Office

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**From:** Ciarra Lal [<mailto:lal.ciarra@yahoo.com>]  
**Sent:** Sunday, October 30, 2011 12:49 PM  
**To:** Public Council Inbox  
**Subject:**

Dear Council Members,

I am Ciarra Lal, a participant in the Miss Washington Teen USA pageants and I currently hold the title of Miss West Seattle Teen USA 2011. In 2012 I will carry the title of Miss Burien Teen USA and I would like to inform you and many other citizens of Burien that I would like to be apart of this community by attending special events that may occur in Burien. I am very proud to be the future Miss Burien Teen USA and I would love to represent my fellow Burien citizens. Please inform me with more volunteer information that I could be part of. Thank you for your time.

Ciarra Lal  
*Miss West Seattle Teen USA 2011*  
920 SW 102nd ST  
Seattle, WA 98146  
(206) 790-2790  
[lal.ciarra@yahoo.com](mailto:lal.ciarra@yahoo.com)

CFTR: 11/14/11



**Lisa Clausen**

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**Subject:** FW: Thanks: TIGER application off to USDOT!

From: Earl, Joni [joni.earl@soundtransit.org]  
Sent: Wednesday, November 02, 2011 11:41 AM  
Cc: McNeil, Ann Snell; Smith, Melanie  
Subject: Thanks: TIGER application off to USDOT!

Hello: Just a quick note to thank you for your support of our TIGER application for the South Link light rail project - we submitted it last Thursday, a few days ahead of the deadline. The TIGER competition will be very tough, and we believe the demonstration of support from citizens, community organizations, businesses, our labor partners and elected officials from around the region will give this TIGER application a competitive advantage over others.

The South Link project will create badly needed jobs, stimulate the economy, and provide greater access to employment, medical care, and education to the citizens of South King County. Responding to the Great Recession has challenged us all, and it's great to see our partners and the community rally behind our efforts to continue forward progress on the regional transit system.

USDOT will be reviewing applications over the next several months, with awards likely after the first of the year.

Here is a link to the application itself: <http://www.soundtransit.org/TIGERgrant>

Thanks again for your help and support - we'll keep you posted!

Joni Earl

CTR: 11/24/11





## King County

### Records and Licensing Services Division

Department of Executive Services  
King County Administration Building  
500 Fourth Avenue, Room 411  
Seattle, WA 98104-2337  
**206-296-3185** Fax 206-296-4029  
TTY Relay: 711

Mayor Joan McGilton  
City of Burien  
400 SW 152nd St, Suite 300  
Burien, WA 98166

Dear Mayor Joan McGilton:

Regional Animal Services of King County (RASKC) was formed last year (July, 2010), as a joint effort between 27 cities and unincorporated King County to provide better public health, safety and animal welfare in the communities we serve. RASKC operates the Pet Adoption Center (Kent, WA) as an open admission shelter and provides services to the public 7 days a week.

Since your citizens do not have access to our program, this is an opportunity to learn about the benefits of moving your animal services to a comprehensive regional model. One immediate benefit is experienced and professional officers. RASKC officers are well known with law enforcement and are preferred for handling cruelty cases and criminal concerns where animals are present.

In addition, our licensing ratio is one of the highest in the country. RASKC partners with the cities to provide guidance to their efforts, but most importantly cities benefit directly from our marketing efforts.

RASKC has reduced shelter costs through the growing use of volunteers and foster parents. We see this as a progressive step to balancing the expenses of this program and protecting lives in our communities. We are committed to continuing to grow this element of our program and our donation fund to ease the burden of animal care.

We have included a RASKC Fact Sheet – which contains more detailed information on the services provided utilizing the RASKC Regional model.

As you may be aware, we are entering the last year of our existing agreement with our current partner cities. We have initiated discussions with our current partners regarding a successor agreement. We would like the opportunity to sit down and discuss our

CFTR-11/24/11

November 2, 2011

Page 2

thoughts on how RASKC and your city could benefit from working together in providing some or all of the services RASKC provides.

If you are interested in learning more about our agency's ability to meet your needs, please contact my office at (206) 296-3185. I look forward to speaking with you soon.

Sincerely,

A handwritten signature in black ink, appearing to read "Lorraine A. Patterson", with a long horizontal line extending to the right.

Lorraine A Patterson, Director  
Records and Licensing Services Division  
Department of Executive Services

# Regional Animal Services of King County - Fact Sheet

Regional Animal Services of King County (RASKC) is a joint effort between 26 cities and unincorporated King County to provide better public health, safety and animal welfare in the communities we serve. RASKC services and functions include operating the Regional Shelter (Pet Adoption Center), providing for animal control and licensing services, as well as numerous critical behind the scenes ancillary services and functions.

## Pet Adoption Center

The Pet Adoption Center provides services 7 days a week – including customer hours for claiming lost or adopting animals at the Center. The Center provides for animal care 365 days a year – as animals in care require food, water and area cleaning every day of the year.

The Center is an **open shelter**, which means all animals regardless of age, condition, adoptability and breed are admissible. The Center takes in over 6,500 animals annually. Many of the Center's local counterparts are funded by private donations – and avoid taking in animals that are less likely to be adopted, have special care needs or medical conditions – to minimize the need for euthanasia or disease exposure. **EUTHANASIA RATES** have dropped dramatically since 2007, when the rate exceeded 40% of animals taken in. In 2011, through October 20th the euthanasia rate is 14.4%. No adoptable animals are euthanized at the center. High Adoption Rates - the overwhelming majority (68%) of animals brought to the Center are adopted (either through off-site programs, adoptions at the shelter or transfers to adoption partners).

The Center uses private donations to fund heroic treatments of animals that are adoptable and have a considerable life expectancy remaining, rather than using limited public funds. While there is a public duty to provide basic care and alleviate suffering, heroic treatment is an added service that reflects the values of the communities we serve at **NO ADDED COST TO OUR RASKC PARTNERS** or King County.

All animals received at the Center and not claimed by owners undergo behavior assessments. Those animals that are adoptable undergo surgical sterilization prior to adoption. This reduces the demand for field and shelter services in the future, as there are fewer unwanted pets as a result. No animals are adopted without spaying or neutering.

Foster care both reduces the cost of operating the shelter and allows us to provide a higher level of care than we otherwise would be able to. The Center's animals, our city partners and the County all benefit immensely from the **OVER 300 VOLUNTEERS DEDICATED** to the Center. The volunteers contribute over 60,000 hours of support each year (equivalent to over **30 full time employees**). Almost 25% of the Center intakes (1,658 animals), benefited from foster care in 2010. Many of the animals we foster out are animals that are too young, or have special care requirements in the Center thus reducing our operating costs. All dogs and cats entering the shelter are vaccinated to prevent the spread of disease in both the Center and the communities we serve. Failing to vaccinate increases the likelihood of a catastrophic outbreak in the shelter, which increases care costs and reduces availability to the communities we serve. The Center has the configuration and capacity to allow for quarantining and disease prevention.

# Regional Animal Services of King County - Fact Sheet

## Animal Control and Licensing Services

RASKC provides animal control services, with options for **ENHANCED SERVICES**, which can tailor response time to meet cities needs.

RASKC receives over 6,500 calls per year – more than 80% of these calls were responding to an immediate or potential threat to life of a person or an animal. About 8% of call activity is related to barking dogs. The common misperception is that calls are mostly related to barking dogs, stray animals and dead animals in the roadway.

Calls are dispatched on a prioritized basis – with cases involving the life, health and safety of a person receiving the highest priority – RASKC has regular hours of service that are supplemented by a 24/7/365 on-call response.

RASKC has zero tolerance for unlicensed pets. The fine for unlicensed pets is \$125 for altered animals and \$250 for unaltered animals – which alone is reason enough for many people to license their pet.

In the year ending June 30, 2011, RASKC received 592 calls where cruelty to an animal was alleged. All these calls were investigated and 47.6% of them required some level of subsequent follow-up (**CRUELTY INVESTIGATIONS**) to ensure animal welfare.

Annual license fees are collected from dog and cat owners – and are used investigate animal cruelty, enforce local laws, promote animal adoption, and provide a safe shelter for abandoned, surrendered or lost pets. Licenses are sold at local City Halls, select veterinary clinics, at the Pet Adoption Center in Kent, and online at [www.kingcounty.gov/pets](http://www.kingcounty.gov/pets)

As more people have become comfortable with online transactions, fewer transactions are taking place at licensing partners. In an effort to reduce costs, RASKC has reduced the number of licensing agents and developed a system that no longer requires maintaining an inventory of physical tags with most partners – both of which reduces costs – a savings that is passed along to partner cities through reduced license administration costs. Additionally, new stainless steel permanent license tags were introduced in 2011. This efficiency reduced costs by \$50,000 a year.

## Ancillary services and functions

Most of the less serious offenses involving animals (barking, off-leash, stray, unlicensed, etc.) are handled as civil offenses before the King County Board of Appeals. This reduces district and municipal court caseloads, as these cases would otherwise be handled by the courts where costs are higher. Civil penalties collected proportionately benefit all RASKC members by reducing the overall costs of operating the RASKC program.

Animal issues can be highly emotional matters that can involve vocal animal advocacy groups and equally passionate animal owners. Additionally, the nature of animal cases and issues often result in **PUBLIC DISCLOSURE REQUESTS** for information about the case, who complained and investigation reports. RASKC responds to many hundreds of public disclosure requests per year.

**Lisa Clausen**

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From: MetroTransitGM [MetroTransitGM@KINGCOUNTY.GOV]  
Sent: Thursday, November 03, 2011 11:53 AM  
To: METROTRANSITFYI@LISTS.KINGCOUNTY.GOV  
Subject: Making the bus system more productive

[[http://your.kingcounty.gov/kcdot/media/enews/e-news\\_header\\_14.jpg](http://your.kingcounty.gov/kcdot/media/enews/e-news_header_14.jpg)]  
You received this message because you have shown an interest in public transportation. I want to keep you informed about events and issues that affect Metro and the people we serve.

Subscribe/Unsubscribe<<http://www.kingcounty.gov/transportation/kcdot/MetroTransit/EmailList.aspx>>

For more information:

[www.kingcounty.gov/metro/haveasay](http://www.kingcounty.gov/metro/haveasay)<<http://metro.kingcounty.gov/have-a-say/>>

November 3, 2011

We're taking steps to make the bus system more productive, effective

Metro is beginning to advance plans to change our transit system in 2012. Our goals are to improve service quality and to make transit networks more productive and effective—in other words, make better use of our resources to get the most people where they want to go.

This is the next step in a process that began last year, when the County's Regional Transit Task Force recommended a new approach to allocating transit service. The task force said Metro's service investments should be based primarily on productivity, while also giving weight to social equity and fair geographic distribution of service.

[[http://your.kingcounty.gov/kcdot/media/enews/SP\\_cvr.jpg](http://your.kingcounty.gov/kcdot/media/enews/SP_cvr.jpg)]We folded this approach into our new Strategic Plan for Public Transportation, which the County Council adopted in July. The Council also adopted objective, data-based service guidelines so the public can see the basis for our service-change proposals.

In August, when the Council adopted the temporary \$20 Congestion Reduction Charge to preserve Metro's overall level of service for two years, it directed Metro to use our new plan and guidelines to make the transit system more cost-effective.

Restructuring a large portion of the Metro network As part of this effort, this month Metro will be talking with community members about concepts for restructuring more than 60 bus routes, most in Seattle and some in Shoreline, Burien and Des Moines. Our suggestions seek to give riders connections to more places, reduce duplication, create more direct routes, and shift service from relatively unproductive routes to heavily used corridors.

Many of our ideas revolve around the planned start next September of the RapidRide C and D lines. Together, these lines will form an 18-mile transit backbone connecting Westwood Village in the south end of West Seattle, the Morgan and Alaska junctions, downtown Seattle, Uptown, Ballard, and Crown Hill in northwest Seattle. RapidRide's fast, frequent service to so many major destinations will add a new dimension to public transportation in Seattle, and

CFTR: 11/04/11

some of our ideas for restructuring the transit network nearby are meant to give riders easier access to the new lines.

This is just the first round of public engagement on this major service restructure. After hearing from people this fall, we will develop proposals and invite public comment again, early next year. The County Executive will present final recommendations to the Council in April. If approved, the changes will take effect in September 2012.

[<http://your.kingcounty.gov/kcdot/media/enews/Have-a-say.jpg>]Although our suggestions are based on objective guidelines, there is more than one way to redesign the transit network. We want to hear from current and potential riders about what would work best for them. We've launched a new website, "Have a Say," where you can learn more and provide input on the September restructuring<<http://metro.kingcounty.gov/have-a-say/get-in-the-know/projects/restructuring-system.html>>. We're holding public meetings as well.

Right-sizing, reductions and reinvestments

[<http://your.kingcounty.gov/kcdot/media/enews/DART.jpg>]As part of the Congestion Reduction Charge legislation, the Council directed Metro to replace less productive bus routes in certain areas with cost-saving alternative services. In February, we will "right-size" three low-ridership routes in east and south King County, replacing regular fixed-route bus service with Dial-a-Ride Transit (DART). This action is expected to save about \$400,000 annually. learn more »<<http://metrofutureblog.wordpress.com/2011/11/01/february-2012-service-changes-focus-on-alternative-service-delivery>>

The Council also directed us to reduce at least 100,000 service hours from bus routes with relatively low productivity and reinvest those hours. We are using our new service guidelines to determine where we should reduce or eliminate low-performing routes and shift the service hours to more heavily used corridors to reduce overcrowding or improve on-time performance, or to satisfy unmet transit needs. You can view the potential changes and comment on the "Have a Say" website<<http://metro.kingcounty.gov/have-a-say/get-in-the-know/projects/reinvestments/june2012/>>. The Executive will give the Council a final proposal for these reinvestments in December; they would take effect next June.

Our customers will no doubt have many questions about these proposed service changes; our planners and community outreach staff will work hard to address the questions and concerns. For some, the revisions may be difficult to accept, but I believe these types of changes will improve the overall productivity of the system as we continue looking for ways to stretch the value of the public investment in Metro.

Sincerely,

Kevin Desmond, General Manager  
King County Metro Transit

[[http://your.kingcounty.gov/kcdot/media/enews/kc\\_metro\\_logo.jpg](http://your.kingcounty.gov/kcdot/media/enews/kc_metro_logo.jpg)]  
[www.kingcounty.gov/metro](http://www.kingcounty.gov/metro)<<http://www.kingcounty.gov/metro>>

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To unsubscribe from the METROTRANSITFYI list, click the following link:  
<http://lists.kingcounty.gov/SCRIPTS/WA-KINGCOUNTY.EXE?SUBED1=METROTRANSITFYI&A=1>

## Lisa Clausen

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**From:** Public Council Inbox  
**Sent:** Monday, November 07, 2011 11:19 AM  
**To:** 'John Poitras'  
**Subject:** RE: Mike Martin working outside the councils jurisdiction

Thank you for your message to the Burien City Council. It will be included in the Correspondence for the Record for an upcoming Council meeting.

Lisa Clausen  
City Manager's Office

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**From:** John Poitras [mailto:poitrasjohn@comcast.net]  
**Sent:** Sunday, November 06, 2011 7:22 PM  
**To:** Public Council Inbox  
**Cc:** Mother  
**Subject:** Mike Martin working outside the councils jurisdiction

<http://www.highlinetimes.com/2011/11/05/news/burien%E2%80%99s-city-manager-discusses-latest-annexation>

I'd like to know what Mike Martin is doing spending in White Center briefing them on his plans for annexation.. I think Martin overstepped his bounds as manager and is playing mayor or city council member.. Annexation is not a done deal and I think its a party foul for an employee of the City of Burien to be drumming up support for it outside of the jurisdiction of the city Burien unless expressly directed to by the city council.

Sincerely ,

John Poitras  
1817 SW 149th st  
Burien 98166

CFTR 11/14/11



# **Burien's city manager discusses the latest in annexation and new hires**

By Ty Swenson

2011-11-05

At the North Highline Unincorporated Area Council hearing on Nov. 3, Burien City Manager Mike Martin presented his monthly status report to the group.

## **Annexation**

Martin said Governor Gregoire's proposed cut to the sales tax credit for cities annexing unincorporated areas is not as simple as media has reported.

"She is proposing to eliminate the present and future tax credit," Martin said. "It is a proposal that relies on changing the law through legislation. That seems to be lost on a lot of people; there is a whole legislative process, a gauntlet that must be surmounted to actually do this."

"That's not to say that it isn't very serious when the Governor proposes something like this, but I wanted to make clear that it is by no means a slam dunk," he continued.

Martin said he recently held a conference call with several other cities who have or plan to annex unincorporated areas. Burien falls into both categories with the annexation of Boulevard Park in 2010 and plans for the rest of North Highline. He said 120 cities, including Burien, have signed and sent a letter telling the Governor they are "mildly disappointed" in her proposal.

Martin said the city has moved forward in filing their notice of intent with the Boundary Review Board, a necessary early step in the process that defines the area to be annexed.

"We are going to continue moving forward until somebody tells us differently," Martin said.

"My council has been pretty clear that if the sales tax credit wasn't present we wouldn't go through with annexation; that is just a fact," he added.

## **New hires for the city**

Martin relayed the hiring of three new people for the City of Burien.

Nhan Nguyen, formally of the White Center Community Development Association, has been hired as a Management Analyst. Martin said the lion's share of his work will be on annexation.

"He knows the area well and he'll be the go-to person that I'll bring with me when I talk with the community about what is going on with annexation and how that might affect them," Martin said.

As the Highline Times recently reported, Martin hired a new economic development manager in Dan Trimble. Trimble left his post as Issaquah's EDM to join Burien. He will fill the shoes of Dick Loman, who retired in September of this year.

And lastly, Martin just hired his new public works director Maiya Andrews, who has worked in Des Moines and Newcastle. Andrews replaces Burien's last director Larry Blanchard.

### **Auto Mall progress**

As the Highline Times recently reported, the City of Burien is working towards moving the big auto dealers of 1st Ave S. to a new auto mall that would take up around 50 acres on the Burien side of Des Moines Memorial Drive, mostly north of SR 518 with a smaller section to the south.

Martin said he expects to find out this month whether the Port of Seattle is willing to sell the land for development.

"We would be reclaiming 30 to 40 acres on 1st Ave for other kinds of retail development," Martin said in reference to the potential exodus of car dealers.

"This is right on the verge of becoming a reality," he added, although both auto dealers and Burien Councilmember Gordon Shaw have said the earliest the project could likely happen is 2014.

*The North Highline Unincorporated Area Council meets on the first Thursday of each month at the North Highline Fire District building.*

## Lisa Clausen

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**From:** Public Council Inbox  
**Sent:** Tuesday, November 08, 2011 2:08 PM  
**To:** 'Joseph Radmacher'  
**Subject:** RE: No to All Proposed New or Increased Taxes

Thank you for writing to the Burien City Council. Your message will be included in the Correspondence for the Record for an upcoming Council meeting.

Lisa Clausen  
City Manager's Office

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**From:** Joseph Radmacher [<mailto:jradmacher@kginvestment.com>]  
**Sent:** Tuesday, November 08, 2011 1:03 PM  
**To:** Public Council Inbox  
**Subject:** No to All Proposed New or Increased Taxes

Dear Honorable Council Members,

I have been a resident of Burien from the time that I can remember when my parents built their home until now which spans about 33 years. Currently, I struggle to provide for my family of seven with one income.

I have been informed that there is a meeting on November 14<sup>th</sup> regarding possible revenue sources. I am respectfully requesting that you do not increase the real estate tax levy rate or raise taxes in any way. Our over-all economy is stagnant and jobs are scarce. Burien is finally becoming a place to shop and dine without going to South Center or Seattle. I know friends and co-workers traveling from Bellevue, Mercer Island, and Bothell to Burien to dine with friends. They know business names like The Tin Room and The Mark without ever first setting foot in Burien. This is a great thing for Burien and it means we are on the right track. But, tax increases can only jeopardize the forward progress made to Burien's economic growth. I do not believe that it is appropriate to increase taxes or impose new taxes on Burien residents and/or business's at this time.

Sincerely,

Joseph A. Radmacher, Sr.

*CFR 11/14/11*



## COMPUTER CHECK REGISTER

CHECK REGISTER APPROVAL

WE, THE MEMBERS OF THE CITY COUNCIL OF BURIEN, WASHINGTON, HAVING RECEIVED DEPARTMENT  
CERTIFICATION THAT MERCHANDISE AND/OR SERVICES HAVE BEEN RECEIVED OR RENDERED, DO HEREBY  
APPROVE FOR PAYMENT ON This 7th day of November, 2011 the FOLLOWING:

CHECK NOS. 29861-29862,29863- 30006

IN THE AMOUNTS OF \$317450.63

WITH VOIDED CHECK NOS. 0



Accounts Payable  
Checks for Approval



User: CathyR  
Printed: 11/03/2011 - 9:46 AM

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Amount
29861	10/26/2011	General Fund	Office and Operating Supplies	Cardmember Service	305.32
29861	10/26/2011	General Fund	Office and Operating Supplies	Cardmember Service	137.96
29861	10/26/2011	General Fund	Office and Operating Supplies	Cardmember Service	27.19
29861	10/26/2011	General Fund	Office and Operating Supplies	Cardmember Service	8.97
29861	10/26/2011	General Fund	Office and Operating Supplies	Cardmember Service	68.95
29861	10/26/2011	General Fund	Office and Operating Supplies	Cardmember Service	241.05
29861	10/26/2011	General Fund	Office and Operating Supplies	Cardmember Service	68.95
29861	10/26/2011	General Fund	Office and Operating Supplies	Cardmember Service	138.19
29861	10/26/2011	General Fund	Office and Operating Supplies	Cardmember Service	26.32
29861	10/26/2011	General Fund	Burien Marketing Strategy	Cardmember Service	125.40
29861	10/26/2011	General Fund	Burien Marketing Strategy	Cardmember Service	321.60
29861	10/26/2011	General Fund	Burien Marketing Strategy	Cardmember Service	195.60
29861	10/26/2011	General Fund	Subscriptions & publications	Cardmember Service	61.00
29861	10/26/2011	General Fund	Subscriptions/publications	Cardmember Service	87.60
29861	10/26/2011	General Fund	Meals	Cardmember Service	23.98
29861	10/26/2011	General Fund	Office and Operating Supplies	Cardmember Service	82.43
29861	10/26/2011	General Fund	Office and Operating Supplies	Cardmember Service	21.33
29861	10/26/2011	General Fund	Office And Operating Supplies	Cardmember Service	63.34
29861	10/26/2011	General Fund	Office and Operating Supplies	Cardmember Service	33.93
29861	10/26/2011	General Fund	Office And Operating Supplies	Cardmember Service	102.95
29861	10/26/2011	General Fund	Senior Trips	Cardmember Service	172.88
29861	10/26/2011	General Fund	Senior Center Scholarship Acct	Cardmember Service	150.36
29861	10/26/2011	General Fund	Office And Operating Supplies	Cardmember Service	38.40
29861	10/26/2011	General Fund	Office/operating Supplies	Cardmember Service	78.00
29861	10/26/2011	General Fund	MIS Plan Implementation	Cardmember Service	125.00
29861	10/26/2011	General Fund	Miscellaneous	Cardmember Service	29.75
29861	10/26/2011	General Fund	Miscellaneous	Cardmember Service	59.95
29861	10/26/2011	General Fund	Office And Operating Supplies	Cardmember Service	267.04
29861	10/26/2011	General Fund	P/H Heal Grant Exps	Cardmember Service	358.11
29861	10/26/2011	General Fund	Registration - Trainng/workshp	Cardmember Service	1,005.00
				Check Total:	4,426.55

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Amount
29862	10/26/2011	General Fund	Professional Services	King County Boundary Review Bo	250.00
				Check Total:	250.00
				Report Total:	4,676.55

Accounts Payable  
Checks for Approval



**Burien**  
Washington, USA

User: CathyR  
Printed: 11/03/2011 - 9:27 AM

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Amount
29863	11/07/2011	General Fund	Repair and Maintenance	Affordable Backflow Testing	613.20
Check Total:					613.20
29864	11/07/2011	General Fund	Office and Operating Supplies	ACE Hardware	142.78
29864	11/07/2011	General Fund	Office Supplies	ACE Hardware	2.49
29864	11/07/2011	General Fund	Office and Operating Supplies	ACE Hardware	2.50
29864	11/07/2011	General Fund	Office Supplies	ACE Hardware	2.72
29864	11/07/2011	General Fund	Office and Operating Supplies	ACE Hardware	2.73
29864	11/07/2011	General Fund	Office Supplies	ACE Hardware	7.32
29864	11/07/2011	General Fund	Office and Operating Supplies	ACE Hardware	7.32
29864	11/07/2011	General Fund	Office and Operating Supplies	ACE Hardware	20.99
29864	11/07/2011	General Fund	Office Supplies	ACE Hardware	20.99
29864	11/07/2011	General Fund	Office And Operating Supplies	ACE Hardware	52.53
29864	11/07/2011	General Fund	Office Supplies	ACE Hardware	13.90
29864	11/07/2011	General Fund	Office and Operating Supplies	ACE Hardware	13.90
29864	11/07/2011	General Fund	Office And Operating Supplies	ACE Hardware	13.14
29864	11/07/2011	General Fund	Office And Operating Supplies	ACE Hardware	17.05
29864	11/07/2011	General Fund	Office And Operating Supplies	ACE Hardware	5.46
29864	11/07/2011	Surface Water Management Fund	Office And Operating Supplies	ACE Hardware	32.36
29864	11/07/2011	Street Fund	Office And Operating Supplies	ACE Hardware	32.37
29864	11/07/2011	Street Fund	Office And Operating Supplies	ACE Hardware	17.77
29864	11/07/2011	Surface Water Management Fund	Office And Operating Supplies	ACE Hardware	17.77
29864	11/07/2011	Surface Water Management Fund	Repairs And Maintenance	ACE Hardware	9.30
29864	11/07/2011	Street Fund	Repairs And Maintenance	ACE Hardware	22.41
29864	11/07/2011	Street Fund	Small Tools & Minor Equipments	ACE Hardware	5.02
29864	11/07/2011	Surface Water Management Fund	Minor Tools & Equipment	ACE Hardware	5.01
Check Total:					467.83
29865	11/07/2011	General Fund	Repairs And Maintenance	ADT Security Services	88.88

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Amount
				Check Total:	88.88
29866	11/07/2011	General Fund	Public Defender	Damon Agnos	505.00
				Check Total:	505.00
29867	11/07/2011	General Fund	Office And Operating Supplies	AIRGAS-NORPAC, INC.	23.00
				Check Total:	23.00
29868	11/07/2011	Transportation CIP	Construction	Alpine Products, Inc.	1,680.28
29868	11/07/2011	Street Fund	Repairs And Maintenance	Alpine Products, Inc.	129.21
29868	11/07/2011	Transportation CIP	Construction	Alpine Products, Inc.	827.55
29868	11/07/2011	Street Fund	Repairs And Maintenance	Alpine Products, Inc.	1,467.52
29868	11/07/2011	Street Fund	Repairs And Maintenance	Alpine Products, Inc.	341.64
				Check Total:	4,446.20
29869	11/07/2011	General Fund	Office And Operating Supplies	Aramark Uniform Services	21.90
29869	11/07/2011	General Fund	Office And Operating Supplies	Aramark Uniform Services	21.90
				Check Total:	43.80
29870	11/07/2011	General Fund	Parks Maintenance	Aquatic Specialty Services Inc	125.36
				Check Total:	125.36
29871	11/07/2011	General Fund	Telephone	A T & T	51.11
				Check Total:	51.11
29872	11/07/2011	General Fund	Telephone	AT&T Mobility	18.68
				Check Total:	18.68
29873	11/07/2011	General Fund	Professional Services	BERK	4,892.50
				Check Total:	4,892.50
29874	11/07/2011	General Fund	Federal Lobbying Services	Ball Janik LLP	3,916.66

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Amount
				Check Total:	3,916.66
29875	11/07/2011	General Fund	Telephone	JACK BLOCK, JR.	55.48
				Check Total:	55.48
29876	11/07/2011	General Fund	Prof. Svcs-instructors	Nancy Bogni	594.00
				Check Total:	594.00
29877	11/07/2011	General Fund	Printing/binding/copying	Brim Press, LLC	32.85
29877	11/07/2011	General Fund	Printing	Brim Press, LLC	739.13
29877	11/07/2011	General Fund	Printing	Brim Press, LLC	65.70
				Check Total:	837.68
29878	11/07/2011	General Fund	Prof. Svcs-instructors	Viola Brumbaugh	1,000.45
				Check Total:	1,000.45
29879	11/07/2011	Surface Water Management Fund	Repairs And Maintenance	Burien Bark L.L.C.	165.07
29879	11/07/2011	Surface Water Management Fund	Repairs And Maintenance	Burien Bark L.L.C.	165.07
29879	11/07/2011	Surface Water Management Fund	Repairs And Maintenance	Burien Bark L.L.C.	165.07
29879	11/07/2011	Surface Water Management Fund	Repairs And Maintenance	Burien Bark L.L.C.	165.07
29879	11/07/2011	Surface Water Management Fund	Repairs And Maintenance	Burien Bark L.L.C.	165.07
29879	11/07/2011	Surface Water Management Fund	Repairs And Maintenance	Burien Bark L.L.C.	165.07
29879	11/07/2011	Surface Water Management Fund	Repairs And Maintenance	Burien Bark L.L.C.	165.07
				Check Total:	1,155.49
29880	11/07/2011	General Fund	Animal Control Services	Community Animal Resource &	10,000.00
				Check Total:	10,000.00
29881	11/07/2011	General Fund	Office And Operating Supplies	CDW-G	66.40
29881	11/07/2011	General Fund	Office And Operating Supplies	CDW-G	286.18
				Check Total:	352.58
29882	11/07/2011	General Fund	Office and Operating Supplies	Clay Art Center, Inc.	392.42

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Amount	
					Check Total:	392.42
29883	11/07/2011	General Fund	Telephone	CenturyLink	97.48	
29883	11/07/2011	General Fund	Telephone	CenturyLink	32.39	
29883	11/07/2011	General Fund	Telephone	CenturyLink	45.92	
29883	11/07/2011	General Fund	Telephone	CenturyLink	46.29	
29883	11/07/2011	General Fund	Telephone	CenturyLink	109.41	
29883	11/07/2011	General Fund	Telephone	CenturyLink	44.91	
29883	11/07/2011	General Fund	Telephone	CenturyLink	61.11	
29883	11/07/2011	General Fund	Telephone	CenturyLink	49.88	
					Check Total:	487.39
29884	11/07/2011	General Fund	Meals	SUSAN COLES	44.20	
					Check Total:	44.20
29885	11/07/2011	General Fund	Utilities	COMCAST	57.48	
29885	11/07/2011	General Fund	Utilities	COMCAST	64.90	
29885	11/07/2011	Street Fund	Telephone	COMCAST	32.45	
29885	11/07/2011	Surface Water Management Fund	Telephone	COMCAST	32.45	
29885	11/07/2011	General Fund	Online Video Streaming	COMCAST	57.73	
29885	11/07/2011	General Fund	Telephone	COMCAST	69.90	
29885	11/07/2011	General Fund	Utilities	COMCAST	64.90	
					Check Total:	379.81
29886	11/07/2011	General Fund	Human Svc-family/youth	Consejo Counseling & Referral	2,375.00	
					Check Total:	2,375.00
29887	11/07/2011	General Fund	Office And Operating Supplies	Crystal Springs	86.73	
					Check Total:	86.73
29888	11/07/2011	General Fund	Professional Services	CTS of Washington, LLC	250.00	
					Check Total:	250.00
29889	11/07/2011	Surface Water Management Fund	Util - Pump 21: Chelsea Park	City of Seattle	16.58	
29889	11/07/2011	General Fund	Utilities	City of Seattle	75.69	
29889	11/07/2011	Street Fund	Utilities-street Lighting	City of Seattle	15.99	

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Amount
29889	11/07/2011	General Fund	Utilities	City of Seattle	107.60
29889	11/07/2011	Street Fund	Utilities - Traffic Signals	City of Seattle	613.43
29889	11/07/2011	Surface Water Management Fund	Util - Pump 28: Hermes Deprssn	City of Seattle	91.54
29889	11/07/2011	Street Fund	Utilities-street Lighting	City of Seattle	16.74
29889	11/07/2011	General Fund	Utilities	City of Seattle	76.16
29889	11/07/2011	General Fund	Utilities	City of Seattle	1,333.00
29889	11/07/2011	General Fund	Utilities	City of Seattle	619.08
29889	11/07/2011	General Fund	Utilities	City of Seattle	21.37
29889	11/07/2011	General Fund	Utilities	City of Seattle	409.77
29889	11/07/2011	General Fund	Utilities	City of Seattle	10.91
29889	11/07/2011	General Fund	Utilities	City of Seattle	972.42
29889	11/07/2011	Street Fund	Utilities-street Lighting	City of Seattle	3,908.43
29889	11/07/2011	Street Fund	Utilities - Traffic Signals	City of Seattle	1,011.90
Check Total:					9,300.61
29890	11/07/2011	Street Fund	Operating Rentals And Leases	City of SeaTac	575.00
Check Total:					575.00
29891	11/07/2011	Street Fund	Office And Operating Supplies	Culligan	16.42
29891	11/07/2011	Surface Water Management Fund	Office And Operating Supplies	Culligan	16.43
Check Total:					32.85
29892	11/07/2011	General Fund	Professional Services	D&J Custom Metal Fabrication,	231.31
29892	11/07/2011	General Fund	Professional Services	D&J Custom Metal Fabrication,	284.70
Check Total:					516.01
29893	11/07/2011	Transportation CIP	FIRST AVENUE SOUTH - PH 1	RAMESH DAVAD	28.36
Check Total:					28.36
29894	11/07/2011	General Fund	Human Svc-family/youth	Domestic Abuse Women's Network	500.00
Check Total:					500.00
29895	11/07/2011	General Fund	MIS Plan Implementation	Department of Information Serv	35.52
29895	11/07/2011	General Fund	MIS Plan Implementation	Department of Information Serv	3,550.10
Check Total:					3,585.62

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Amount
29896	11/07/2011	Street Fund	Discover Burien	Discover Burien	4,850.00
29896	11/07/2011	Street Fund	Street Maintenance-non-county	Discover Burien	3,331.00
				Check Total:	8,181.00
29897	11/07/2011	General Fund	Advertising	Daily Journal of Commerce	58.00
				Check Total:	58.00
29898	11/07/2011	General Fund	Office And Operating Supplies	BOPHARY DU	29.55
				Check Total:	29.55
29899	11/07/2011	General Fund	Office and Operating Supplies	Dunn Lumber Co.	52.11
				Check Total:	52.11
29900	11/07/2011	General Fund	Operating Rentals And Leases	Emerald City Water, LLC	147.83
				Check Total:	147.83
29901	11/07/2011	General Fund	Postage	FedEx	22.80
				Check Total:	22.80
29902	11/07/2011	General Fund	Lodging	SCOTT M. GREENBERG	245.26
29902	11/07/2011	General Fund	Mileage	SCOTT M. GREENBERG	215.91
29902	11/07/2011	General Fund	Meals	SCOTT M. GREENBERG	84.00
				Check Total:	545.17
29903	11/07/2011	Street Fund	Operating Rentals And Leases	Greenbaum Burien	1,030.00
				Check Total:	1,030.00
29904	11/07/2011	General Fund	Parks Building Security	Guardian Security	65.00
				Check Total:	65.00
29905	11/07/2011	General Fund	Human Svc-family/youth	Hospitality House	1,875.00

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Amount	
					Check Total:	1,875.00
29906	11/07/2011	Surface Water Management Fund	Repairs And Maintenance	ICON Materials	227.80	
29906	11/07/2011	Surface Water Management Fund	Repairs And Maintenance	ICON Materials	305.84	
29906	11/07/2011	Surface Water Management Fund	Repairs And Maintenance	ICON Materials	687.66	
29906	11/07/2011	Surface Water Management Fund	Repairs And Maintenance	ICON Materials	463.08	
29906	11/07/2011	Street Fund	Repairs And Maintenance	ICON Materials	107.96	
29906	11/07/2011	Surface Water Management Fund	Repairs And Maintenance	ICON Materials	171.92	
29906	11/07/2011	Surface Water Management Fund	Repairs And Maintenance	ICON Materials	300.85	
					Check Total:	2,265.11
29907	11/07/2011	General Fund	Operating Rents & Leases	IKON Office Solutions	455.54	
29907	11/07/2011	General Fund	Operating Rents & Leases	IKON Office Solutions	321.93	
29907	11/07/2011	General Fund	Operating Rentals And Leases	IKON Office Solutions	561.85	
					Check Total:	1,339.32
29908	11/07/2011	General Fund	Operating Rents & Leases	Ikon Office Solutions	519.63	
					Check Total:	519.63
29909	11/07/2011	General Fund	Miscellaneous	Iron Mountain Rec. Management	431.72	
					Check Total:	431.72
29910	11/07/2011	General Fund	Telephone	Integra Telecom	109.19	
29910	11/07/2011	General Fund	Telephone	Integra Telecom	163.78	
29910	11/07/2011	General Fund	Telephone	Integra Telecom	136.48	
29910	11/07/2011	General Fund	Telephone	Integra Telecom	54.59	
29910	11/07/2011	General Fund	Telephone	Integra Telecom	272.97	
29910	11/07/2011	General Fund	Telephone	Integra Telecom	136.48	
29910	11/07/2011	General Fund	Telephone	Integra Telecom	163.78	
29910	11/07/2011	General Fund	Telephone	Integra Telecom	327.56	
29910	11/07/2011	General Fund	Telephone	Integra Telecom	1,304.80	
					Check Total:	2,669.63
29911	11/07/2011	Street Fund	Office And Operating Supplies	John Deere Landscapes, Inc.	45.34	
29911	11/07/2011	Surface Water Management Fund	Office And Operating Supplies	John Deere Landscapes, Inc.	45.34	

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Amount
					Check Total: 90.68
29912	11/07/2011	General Fund	Meals	DAVID JOHANSON	36.75
					Check Total: 36.75
29913	11/07/2011	General Fund	Repairs And Maintenance	JW Tel-Tronics	954.15
					Check Total: 954.15
29914	11/07/2011	General Fund	Telephone	LUCY KRAKOWIAK	54.99
					Check Total: 54.99
29915	11/07/2011	Street Fund	Office And Operating Supplies	King County Fleet Adm.	1,733.24
					Check Total: 1,733.24
29916	11/07/2011	Surface Water Management Fund	Miscellaneous	King County Recorder	66.00
					Check Total: 66.00
29917	11/07/2011	General Fund	Jail contracts	KING COUNTY FINANCE	48,910.91
29917	11/07/2011	Surface Water Management Fund	Swm Billed By King Co Roads	KING COUNTY FINANCE	12,837.41
29917	11/07/2011	Street Fund	Street Maint. Contract-kc	KING COUNTY FINANCE	401.11
29917	11/07/2011	Street Fund	Traffic Signal/control.mainten	KING COUNTY FINANCE	13,911.62
29917	11/07/2011	Street Fund	Traffic Signal/control.mainten	KING COUNTY FINANCE	2,228.47
					Check Total: 78,289.52
29918	11/07/2011	General Fund	Plan Review Fee Fire Dist 2	King County Fire District #2	4,087.43
					Check Total: 4,087.43
29919	11/07/2011	General Fund	King Co Pet License Trust Acct	King County Pet License	1,350.00
					Check Total: 1,350.00
29920	11/07/2011	General Fund	Drug seizure proceeds KCSO	King County Sheriff/Sgt. Jon M	1,445.00

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Amount	
					Check Total:	1,445.00
29921	11/07/2011	General Fund	Repairs and Maintenance	King County Solid Waste Divisi	23.04	
29921	11/07/2011	General Fund	Repair and Maintenance	King County Solid Waste Divisi	17.25	
29921	11/07/2011	General Fund	Repairs And Maintenance	King County Solid Waste Divisi	29.93	
					Check Total:	70.22
29922	11/07/2011	Surface Water Management Fund	Registration - Trainng/workshp	King County Office of Finance	450.00	
					Check Total:	450.00
29923	11/07/2011	General Fund	Attorney Srvc - Litigation	Kenyon Disend, PLLC	2,733.10	
					Check Total:	2,733.10
29924	11/07/2011	General Fund	Public Defender	Kirshenbaum & Goss, Inc., P.S	6,275.00	
					Check Total:	6,275.00
29925	11/07/2011	General Fund	Prof. Svcs-instructors	Kim Klose	105.60	
29925	11/07/2011	General Fund	Prof. Svcs-instructors	Kim Klose	54.00	
					Check Total:	159.60
29926	11/07/2011	General Fund	Mileage	CRAIG KNUTSON	352.98	
29926	11/07/2011	General Fund	Meals	CRAIG KNUTSON	64.00	
					Check Total:	416.98
29927	11/07/2011	Street Fund	Neighborhood Traffic Control	Kuker-Ranken Inc.	37.83	
					Check Total:	37.83
29928	11/07/2011	Surface Water Management Fund	Repairs And Maintenance	Lloyd Enterprises, Inc.	158.25	
29928	11/07/2011	Surface Water Management Fund	Repairs And Maintenance	Lloyd Enterprises, Inc.	90.71	
29928	11/07/2011	Surface Water Management Fund	Repairs And Maintenance	Lloyd Enterprises, Inc.	173.42	
29928	11/07/2011	Surface Water Management Fund	Repairs And Maintenance	Lloyd Enterprises, Inc.	554.88	
					Check Total:	977.26
29929	11/07/2011	Street Fund	Repairs And Maintenance	Les Schwab	16.56	

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Amount
29929	11/07/2011	Surface Water Management Fund	Repairs And Maintenance	Les Schwab	16.56
				Check Total:	33.12
29930	11/07/2011	General Fund	Auto Allowance	MIKE MARTIN	400.00
				Check Total:	400.00
29931	11/07/2011	Street Fund	Small Tools & Minor Equipments	NICK MCKENTY	80.00
				Check Total:	80.00
29932	11/07/2011	Street Fund	Office And Operating Supplies	McLendon Hardware, Inc.	14.20
29932	11/07/2011	Street Fund	Office And Operating Supplies	McLendon Hardware, Inc.	36.75
29932	11/07/2011	Surface Water Management Fund	Repairs And Maintenance	McLendon Hardware, Inc.	179.38
29932	11/07/2011	Street Fund	Repairs And Maintenance	McLendon Hardware, Inc.	10.81
29932	11/07/2011	Surface Water Management Fund	Office And Operating Supplies	McLendon Hardware, Inc.	184.34
29932	11/07/2011	Surface Water Management Fund	Office And Operating Supplies	McLendon Hardware, Inc.	41.79
29932	11/07/2011	Street Fund	Office And Operating Supplies	McLendon Hardware, Inc.	18.74
29932	11/07/2011	Street Fund	Office And Operating Supplies	McLendon Hardware, Inc.	31.54
29932	11/07/2011	Street Fund	Repairs And Maintenance	McLendon Hardware, Inc.	16.39
				Check Total:	533.94
29933	11/07/2011	Street Fund	Office And Operating Supplies	LUIS MEJIA	160.00
				Check Total:	160.00
29934	11/07/2011	General Fund	Office And Operating Supplies	Miller Paint Co.	21.89
				Check Total:	21.89
29935	11/07/2011	General Fund	Registration - Trainng/workshp	BLYTHE MINIKEN	155.55
29935	11/07/2011	General Fund	Registration - Trainng/workshp	BLYTHE MINIKEN	70.00
				Check Total:	225.55
29936	11/07/2011	General Fund	Human Svc-family/youth	Multi-Service Center	5,782.75
				Check Total:	5,782.75
29937	11/07/2011	General Fund	Human Svc-family/youth	NAVOS	1,500.00

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Amount	
					Check Total:	1,500.00
29938	11/07/2011	General Fund	Building Maintenance	NBM Corporation	300.00	
29938	11/07/2011	General Fund	Building Maintenance	NBM Corporation	1,558.00	
29938	11/07/2011	General Fund	Building Maintenance	NBM Corporation	492.25	
29938	11/07/2011	General Fund	Building Maintenance	NBM Corporation	90.03	
					Check Total:	2,440.28
29939	11/07/2011	General Fund	City Hall Custodial	National Maintenance	1,032.29	
29939	11/07/2011	General Fund	City Hall Custodial	National Maintenance	150.00	
					Check Total:	1,182.29
29940	11/07/2011	General Fund	Jail contracts	Okanogan County Jail	612.00	
					Check Total:	612.00
29941	11/07/2011	General Fund	Repair and Maintenance	Bruce Mildenberger	328.50	
29941	11/07/2011	General Fund	Printing/binding/copying	Bruce Mildenberger	1,543.40	
					Check Total:	1,871.90
29942	11/07/2011	Street Fund	Repairs And Maintenance	O'Reilly Auto Parts	9.30	
29942	11/07/2011	Surface Water Management Fund	Repairs And Maintenance	O'Reilly Auto Parts	9.30	
29942	11/07/2011	General Fund	Repair/maint-vehicle	O'Reilly Auto Parts	14.76	
29942	11/07/2011	Street Fund	Repairs And Maintenance	O'Reilly Auto Parts	10.95	
29942	11/07/2011	Surface Water Management Fund	Repairs And Maintenance	O'Reilly Auto Parts	10.94	
29942	11/07/2011	Street Fund	Repairs And Maintenance	O'Reilly Auto Parts	3.28	
29942	11/07/2011	Surface Water Management Fund	Repairs And Maintenance	O'Reilly Auto Parts	3.28	
29942	11/07/2011	Surface Water Management Fund	Repairs And Maintenance	O'Reilly Auto Parts	2.18	
29942	11/07/2011	Street Fund	Repairs And Maintenance	O'Reilly Auto Parts	2.19	
					Check Total:	66.18
29943	11/07/2011	Surface Water Mgmt CIP	DRAINAGE MASTER PLAN	OTAK, Inc	4,915.00	
					Check Total:	4,915.00
29944	11/07/2011	Street Fund	Repairs And Maintenance	Pacific Torque	236.11	
29944	11/07/2011	Surface Water Management Fund	Repairs And Maintenance	Pacific Torque	236.11	
29944	11/07/2011	Street Fund	Repairs And Maintenance	Pacific Torque	766.50	

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Amount
29944	11/07/2011	Surface Water Management Fund	Repairs And Maintenance	Pacific Torque	766.50
				Check Total:	2,005.22
29945	11/07/2011	Street Fund	Machinery/eqpt - Noncapitalize	Parkforms	3,853.31
				Check Total:	3,853.31
29946	11/07/2011	General Fund	Operating Rentals And Leases	Park Place Professional Buildi	490.00
				Check Total:	490.00
29947	11/07/2011	General Fund	Human Svc-family/youth	Pregnancy Aid of So. King Coun	500.00
				Check Total:	500.00
29948	11/07/2011	General Fund	Meals	ARTHUR PEDERSON	53.23
				Check Total:	53.23
29949	11/07/2011	General Fund	Senior Trips	Petty Cash Custodian	11.00
29949	11/07/2011	General Fund	Senior Trips	Petty Cash Custodian	7.50
29949	11/07/2011	General Fund	Senior Trips	Petty Cash Custodian	10.00
29949	11/07/2011	General Fund	Senior Trips	Petty Cash Custodian	10.00
29949	11/07/2011	General Fund	Office And Operating Supplies	Petty Cash Custodian	15.00
29949	11/07/2011	General Fund	Senior Trips	Petty Cash Custodian	10.00
29949	11/07/2011	General Fund	Senior Trips	Petty Cash Custodian	11.90
29949	11/07/2011	General Fund	Senior Trips	Petty Cash Custodian	15.83
29949	11/07/2011	General Fund	Senior Trips	Petty Cash Custodian	15.00
29949	11/07/2011	General Fund	Senior Trips	Petty Cash Custodian	10.71
29949	11/07/2011	General Fund	Senior Trips	Petty Cash Custodian	20.00
29949	11/07/2011	General Fund	Senior Trips	Petty Cash Custodian	3.50
29949	11/07/2011	General Fund	Senior Trips	Petty Cash Custodian	3.55
29949	11/07/2011	General Fund	Senior Trips	Petty Cash Custodian	10.00
29949	11/07/2011	General Fund	Senior Trips	Petty Cash Custodian	10.00
29949	11/07/2011	General Fund	Office And Operating Supplies	Petty Cash Custodian	7.35
29949	11/07/2011	General Fund	Senior Trips	Petty Cash Custodian	7.00
29949	11/07/2011	General Fund	Senior Trips	Petty Cash Custodian	6.50
29949	11/07/2011	General Fund	Senior Trips	Petty Cash Custodian	10.00
29949	11/07/2011	General Fund	Senior Trips	Petty Cash Custodian	8.00
				Check Total:	202.84

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Amount
29950	11/07/2011	General Fund	Other Travel	Petty Cash Custodian	10.00
29950	11/07/2011	General Fund	Other Travel	Petty Cash Custodian	26.00
29950	11/07/2011	General Fund	Other Travel	Petty Cash Custodian	18.00
29950	11/07/2011	General Fund	Office and Operating Supplies	Petty Cash Custodian	9.61
29950	11/07/2011	General Fund	Other Travel	Petty Cash Custodian	17.00
29950	11/07/2011	General Fund	SENIOR AND ADULT	Petty Cash Custodian	3.49
29950	11/07/2011	General Fund	Other Travel	Petty Cash Custodian	20.45
29950	11/07/2011	General Fund	Other Travel	Petty Cash Custodian	8.88
29950	11/07/2011	General Fund	Other Travel	Petty Cash Custodian	16.50
29950	11/07/2011	General Fund	Office and Operating Supplies	Petty Cash Custodian	73.95
Check Total:					203.88
29951	11/07/2011	Street Fund	Repairs And Maintenance	PIRTEK	363.44
29951	11/07/2011	Surface Water Management Fund	Repairs And Maintenance	PIRTEK	363.44
Check Total:					726.88
29952	11/07/2011	Street Fund	Office And Operating Supplies	Pacific Industrial Supply	22.69
29952	11/07/2011	Surface Water Management Fund	Office And Operating Supplies	Pacific Industrial Supply	22.70
Check Total:					45.39
29953	11/07/2011	General Fund	Office And Operating Supplies	Pacific Lamp & Supply Company	121.87
29953	11/07/2011	General Fund	City Hall Bldg Maintenance	Pacific Lamp & Supply Company	59.47
29953	11/07/2011	General Fund	Office And Operating Supplies	Pacific Lamp & Supply Company	366.93
Check Total:					548.27
29954	11/07/2011	General Fund	City Hall Bldg Maintenance	PRG Investment Company, LLC	2,000.00
Check Total:					2,000.00
29955	11/07/2011	General Fund	Printing/binding/copying	Print Place	538.74
Check Total:					538.74
29956	11/07/2011	General Fund	Channel 21 Video Production	Puget Sound Access	1,375.00
29956	11/07/2011	General Fund	Online Video Streaming	Puget Sound Access	650.00
Check Total:					2,025.00
29957	11/07/2011	Street Fund	Utilities-street Lighting	Puget Sound Energy	1,595.15

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Amount
29957	11/07/2011	General Fund	Utilities	Puget Sound Energy	136.58
29957	11/07/2011	General Fund	Utilities	Puget Sound Energy	1,340.79
				Check Total:	3,072.52
29958	11/07/2011	Surface Water Management Fund	Surface Water Mgmt Inventory	Pipeline Video & Cleaning Nort	2,686.48
				Check Total:	2,686.48
29959	11/07/2011	General Fund	Engrg Review - Reimbrsbl	Mike Van Valkenburg	200.00
				Check Total:	200.00
29960	11/07/2011	General Fund	Refund Clearing Account -Parks	Carol Triplett	27.00
				Check Total:	27.00
29961	11/07/2011	General Fund	Building Permits	Bill Scharff	6,968.00
				Check Total:	6,968.00
29962	11/07/2011	Street Fund	Business Licenses	Muddy Paws Pet Sitting & Dog W	45.00
				Check Total:	45.00
29963	11/07/2011	Street Fund	Business Licenses	Chet's Roofing & Construction	90.00
				Check Total:	90.00
29964	11/07/2011	General Fund	Refund Clearing Account -Parks	John Baggott	12.00
				Check Total:	12.00
29965	11/07/2011	General Fund	Refund Clearing Account -Parks	Angelica Kingman	5.00
				Check Total:	5.00
29966	11/07/2011	General Fund	Refund Clearing Account -Parks	Joan Mathews	100.00
				Check Total:	100.00
29967	11/07/2011	Transportation CIP	Project Development	Claude McAlpin, III	36.01

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Amount
29967	11/07/2011	General Fund	Miscellaneous	Claude McAlpin, III	45.84
				Check Total:	81.85
29968	11/07/2011	General Fund	Professional Services	River Oaks Communications Corp	1,004.50
				Check Total:	1,004.50
29969	11/07/2011	General Fund	Prof. Svcs-instructors	Elizabeth B. Rodgers	670.00
				Check Total:	670.00
29970	11/07/2011	General Fund	Human Svc-family/youth	Refugee Support Services	1,000.00
				Check Total:	1,000.00
29971	11/07/2011	General Fund	Computer Consultant Prof Svcs	SEITEL Systems, LLC	975.24
29971	11/07/2011	Street Fund	Computer Consultant Pro Svc	SEITEL Systems, LLC	162.54
29971	11/07/2011	Surface Water Management Fund	Computer Consultant Pro Svc	SEITEL Systems, LLC	162.54
				Check Total:	1,300.32
29972	11/07/2011	General Fund	Professional Services	Nancy Shattuck	1,835.00
				Check Total:	1,835.00
29973	11/07/2011	Surface Water Management Fund	Office And Operating Supplies	Six Robblees' Inc.	14.04
29973	11/07/2011	Street Fund	Office And Operating Supplies	Six Robblees' Inc.	14.05
				Check Total:	28.09
29974	11/07/2011	General Fund	Professional Services	Shiels Obletz Johnsen	5,349.20
29974	11/07/2011	Transportation CIP	Project Development	Shiels Obletz Johnsen	952.50
29974	11/07/2011	Transportation CIP	professional services	Shiels Obletz Johnsen	9,008.65
				Check Total:	15,310.35
29975	11/07/2011	Street Fund	Professional Services	Summit Security & Sound System	60.00
29975	11/07/2011	Surface Water Management Fund	Professional services	Summit Security & Sound System	60.00
				Check Total:	120.00
29976	11/07/2011	General Fund	Human Svc-family/youth	Society of St. Vincent de Paul	3,386.00

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Amount
				Check Total:	3,386.00
29977	11/07/2011	General Fund	Other Travel	CASEY STANLEY	54.95
				Check Total:	54.95
29978	11/07/2011	Surface Water Management Fund	Repairs And Maintenance	Superlon Plastics	1,387.38
29978	11/07/2011	Surface Water Management Fund	Repairs And Maintenance	Superlon Plastics	879.50
				Check Total:	2,266.88
29979	11/07/2011	General Fund	Office and Operating Supplies	Tadpole Haven Native Plants	771.43
				Check Total:	771.43
29980	11/07/2011	General Fund	Telephone	TelSpan, Inc.	10.21
29980	11/07/2011	General Fund	Telephone	TelSpan, Inc.	35.35
				Check Total:	45.56
29981	11/07/2011	General Fund	Teen Programs	Reginald Thomas	172.64
				Check Total:	172.64
29982	11/07/2011	General Fund	Office And Operating Supplies	Twin Plastics, Inc.	114.76
				Check Total:	114.76
29983	11/07/2011	General Fund	Telephone	Tri-Tec	164.25
				Check Total:	164.25
29984	11/07/2011	General Fund	Parks Maintenance	Trugreen-landcare/NW Region	1,003.61
29984	11/07/2011	General Fund	Parks Maintenance	Trugreen-landcare/NW Region	473.92
29984	11/07/2011	General Fund	Parks Maintenance	Trugreen-landcare/NW Region	34,226.88
				Check Total:	35,704.41
29985	11/07/2011	Transportation CIP	Construction	Tucci & Sons, Inc.	18,104.62
29985	11/07/2011	Transportation CIP	Construction	Tucci & Sons, Inc.	2,493.18
29985	11/07/2011	Transportation CIP	Construction	Tucci & Sons, Inc.	1,428.75
29985	11/07/2011	Transportation CIP	Retainage Payable	Tucci & Sons, Inc.	-1,101.33

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Amount
				Check Total:	20,925.22
29986	11/07/2011	General Fund	Human Svc-family/youth	Tukwila Pantry	1,250.00
				Check Total:	1,250.00
29987	11/07/2011	General Fund	Comprehensive Plan Costs	The Watershed Company	1,490.00
				Check Total:	1,490.00
29988	11/07/2011	General Fund	Operating Rentals and Leases	United Site Services	220.00
				Check Total:	220.00
29989	11/07/2011	General Fund	Utilities	Valley View Sewer District	46.10
				Check Total:	46.10
29990	11/07/2011	General Fund	Professional Services	Waldron Resources	155.44
				Check Total:	155.44
29991	11/07/2011	General Fund	Dues/memberships	Washington State Bar Assn.	515.00
				Check Total:	515.00
29992	11/07/2011	Street Fund	Landscape Maint - Utilities	Water District No. 49	54.50
29992	11/07/2011	Street Fund	Landscape Maint - Utilities	Water District No. 49	54.50
29992	11/07/2011	Street Fund	Landscape Maint - Utilities	Water District No. 49	54.50
29992	11/07/2011	Street Fund	Landscape Maint - Utilities	Water District No. 49	169.90
29992	11/07/2011	Street Fund	Landscape Maint - Utilities	Water District No. 49	58.85
29992	11/07/2011	Street Fund	Landscape Maint - Utilities	Water District No. 49	314.45
29992	11/07/2011	Street Fund	Landscape Maint - Utilities	Water District No. 49	58.85
29992	11/07/2011	Street Fund	Landscape Maint - Utilities	Water District No. 49	106.70
29992	11/07/2011	Street Fund	Landscape Maint - Utilities	Water District No. 49	110.00
				Check Total:	982.25
29993	11/07/2011	General Fund	Probatn/public Defndr Screenng	Tammy Weigel	840.00
				Check Total:	840.00

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Amount
29994	11/07/2011	General Fund	Subscriptions/publications	West Payment Center	385.67
				Check Total:	385.67
29995	11/07/2011	Street Fund	Operating Rentals And Leases	Wilken Properties, LLC	2,783.17
29995	11/07/2011	Surface Water Management Fund	Operating Rentals And Leases	Wilken Properties, LLC	2,783.16
				Check Total:	5,566.33
29996	11/07/2011	General Fund	Jury & Witness Fees	Julio Morales Gomez	20.20
				Check Total:	20.20
29997	11/07/2011	General Fund	Jury & Witness Fees	Chiu Sung	16.12
				Check Total:	16.12
29998	11/07/2011	General Fund	Jury & Witness Fees	Barb Roybal	18.16
				Check Total:	18.16
29999	11/07/2011	General Fund	Jury & Witness Fees	Ngoc Vu	25.30
				Check Total:	25.30
30000	11/07/2011	General Fund	Jury & Witness Fees	Julie Jackson	14.08
				Check Total:	14.08
30001	11/07/2011	General Fund	Public Defender	Sakura Porter	12.04
				Check Total:	12.04
30002	11/07/2011	General Fund	Registration - Trainng/workshp	W.R.P.A.	258.00
				Check Total:	258.00
30003	11/07/2011	General Fund	Professional Services	Washington State Patrol	190.00
				Check Total:	190.00
30004	11/07/2011	General Fund	State Surcharge	STATE TREASURER	616.50

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Amount
30004	11/07/2011	General Fund	State Surcharge	STATE TREASURER	1,212.50
				Check Total:	1,829.00
30005	11/07/2011	Surface Water Management Fund	Registration - Trainng/workshp	WSU Conference Management	199.00
30005	11/07/2011	Street Fund	Registration - Trainng/workshp	WSU Conference Management	200.00
				Check Total:	399.00
30006	11/07/2011	General Fund	Human Svc-family/youth	YWCA	1,160.00
				Check Total:	1,160.00
				Report Total:	312,774.08





*To hear Council's full discussion of a specific topic or the complete meeting, the following resources are available:*

- Watch the video-stream available on the City website, [www.burienwa.gov](http://www.burienwa.gov)
- Check out a DVD of the Council Meeting from the Burien Library

#### **CALL TO ORDER**

Acting Mayor Bennett called the Special Meeting of the Burien City Council to order at 7:00 p.m.

#### **PLEDGE OF ALLEGIANCE**

Acting Mayor Bennett led the Pledge of Allegiance.

#### **ROLL CALL**

Present: Acting Mayor Brian Bennett, Councilmembers Rose Clark, Lucy Krakowiak, Gerald F. Robison, and Gordon Shaw. Mayor Joan McGilton and Councilmember Jack Block, Jr. were excused.

Administrative staff present: Mike Martin, City Manager; Craig Knutson, City Attorney; and Monica Lusk, City Clerk.

#### **BUSINESS AGENDA**

##### **General Annexation Discussion Including Crime Comparison**

Captain Carl Cole compared the crime statistics, calls for service, and crime rates based on population for the city of Burien and the North Highline Unincorporated Area. Crime Center Comparison maps for Part 1 and 2 crimes were also reviewed.

Deputy Joshua Langdon spoke about the individuals committing the crimes in both areas, shoplifting rings and the number of unreported dispatched calls by police.

Gil Loring, 10009 20<sup>th</sup> Avenue SW, Seattle

Mr. Loring asked about the amount of gang graffiti. Captain Cole said he would provide the information.

Mr. Loring asked business owners to call the police regarding their concerns of fighting in the street.

Chestine Edgar, 1811 SW 152<sup>nd</sup> Street, Burien

Ms. Edgar said the 2009-10 report shows an increase in crime activity in Burien, domestic violence and adults charged with a crime. Captain Cole stated that you can expect an increase in crime with an increase in population.

Ms. Edgar stated that the King County report showed that the Park Lake Homes site was staffed with 1 to .9 police officers. In Burien, staffing was 1 to 1,000 population. Captain Cole stated that the King County Housing Authority (KCHA) staffs the officer(s). He did not know if the KCHA or the city of Burien would be responsible on staffing if the area was annexed by the City.

Phillip Levine, 430 South 124<sup>th</sup> Street, Burien

Mr. Levine asked about his perception that the general crime rate has decreased in the last 10 years. Captain Cole stated that the decreased crime rate is due to the grants received through the City with the money focused in specific areas.

Michael Noakes, 16409 Maplewild Avenue SW, Burien

Mr. Noakes confirmed that the North Highline area is staffed with fewer officers than the City.

Responding to Mr. Noakes, Jay Rogers, Finance and Policy Associate with Berk Associates, stated the current contract, dispatched calls for services as well as other matrices that King County has used to extrapolate the estimates were used for the police staffing assumptions. City Manager Mike Martin stated that the idea was to transport the level of service which would include the level of staffing to the North Highline area.

Liz Giba, 10230 10<sup>th</sup> Avenue SW, Seattle

Ms. Giba said the KCHA operates independently of King County much like the Library Board that also operates independently of King County.

Sandy Hopp, 12620 9<sup>th</sup> Avenue South, Burien

Ms. Hopp confirmed that the gang members reside outside the areas where gang activity occurs.

Marlene Albright, 11816 Occidental Avenue South, Seattle

Ms. Albright noted that she has witnessed crimes being committed at Bernie and Boys since they closed. Captain Cole recommended that she call 911 to report crimes.

Barbara Dobkin, 10020 20<sup>th</sup> Avenue SW, Seattle

Ms. Dobkin asked if crimes in North Highline are committed by those living outside of the area because we have a lower number of sheriffs on duty. Captain Cole stated he did not know.

Chestine Edgar, 1811 SW 152<sup>nd</sup> Street, Burien

Ms. Edgar stated that the KCHA 2009 Environmental Assessment implies that a higher crime rate will result in the Park Lake Homes area if the police officer(s) are removed.

#### **Follow-up**

Staff will provide the expiration date of the KCHA grant that provides police officers at Park Lake Homes.

Mr. Rogers reviewed the key finds from the Fiscal Analysis of a North Highline Annexation: expected costs and revenues; effects of the sales tax credit; and if the annexation would make it more or less challenging for the City to balance its budget overtime.

**Follow-up**

Staff will provide information on if the City would become an entitlement City if it annexed, and a worst case scenario if King County Human Services funding ceased.

**Questions and Comments from the Public**

Chestine Edgar, 1811 SW 152<sup>nd</sup> Street, Burien

Ms. Edgar noted that the Berk Report states that the City would remain neutral financially, which does not appear to be the case. The North Highline deficit needs to be explored. The City cannot afford the surface water and stormwater management for North Highline.

Mr. Rogers said the statement that the annexation poses a neutral proposition for the Council is from comparing expenditures for general fund and street fund costs compared to general fund and street fund resources.

Robbie Howell, 15240 25<sup>th</sup> Avenue SW, Burien

Ms. Howell stated the public has seen neither the real cost breakouts for North Highline nor the plan on how to fund the area long term. She asked what where the structural defects for Burien, what they are a result of, and what criteria was used.

Mr. Rogers stated that the structural deficit is caused by I-747, which limited the property tax increases. It is both the decreases in tax revenue collections associated with sales tax and so forth as well as the increase in property taxes that limits the City.

Responding to Ms. Howell, Mr. Rogers stated that the City is allowed to assume an initial bump of assessed value associated with the annexation area in terms of how it would treat new construction. Normally a city is limited to 1 percent growth in assessed valuation. The City, by annexing, is allowed to assume that full bump in assessed valuation in terms of how it normally views new construction in the city.

Sandy Hopp, 12620 9<sup>th</sup> Avenue South, Burien

Ms. Hopp stated that when you invest in a depressed area, it gives the people pride.

R. Arnold, 13611 2<sup>nd</sup> Avenue SW, Burien

Mr. Arnold asked if road construction could be covered by sales tax credit.

City Manager Mike Martin stated maintenance would be funded but it is unclear what is considered new construction, which would be unfunded.

Michael Noakes, 16409 Maplewild Avenue SW, Burien

Regarding the structural deficit, Mr. Noakes asked why, when looking at the expenditures per person, the North Highline gap is three times larger but it is not shown when the sales tax goes away.

Mr. Martin stated there would be additional costs in 2013, such as staffing.

Chestine Edgar, 1811 SW 152<sup>nd</sup> Street, Burien

Ms. Edgar stated that the structural deficit should be addressed now, not in 11 years. Annexation is not revenue neutral because the infrastructure issues have not been addressed.

Mr. Rogers noted that the infrastructure is a separate analysis.

Joey Martinez, 429 South 189<sup>th</sup> Street, Burien

Mr. Martinez spoke to the impacts of I-747 on cities. He asked what would happen to the fire districts.

Mr. Martin stated that the districts would continue to provide the same services and would be unaffected by an annexation. Should Fire District Fire No. 2 subsume Fire District No. 11, interlocal agreements spelling out mutual aid agreements would be needed. There is an issue of retirement for existing firefighters. There would not be any change in the school district; nothing would change in the delivery of sewer or water.

Gil Loring, 10009 20<sup>th</sup> Avenue SW, Seattle

Mr. Loring stated that the people in North Highline are the same as people everywhere else. He stated he prefers Burien because he wants to be represented and have a say.

**Follow-up**

Staff will schedule a Special Meeting on September 12 that will include presentations from the special districts showing the plusses and minuses of a potential annexation, and a designated public comment period during future Council discussions on annexation.

**ADJOURNMENT**

**Direction/Action**

**MOTION** was made by Councilmember Krakowiak, seconded by Councilmember Shaw and passed unanimously to adjourn the meeting at 9:24 p.m.

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Brian Bennett, Acting Mayor

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Monica Lusk, City Clerk



*Burien*  
WASHINGTON

## CITY COUNCIL MEETING MINUTES

September 12, 2011

7:00 p.m.

Burien City Hall  
400 SW 152<sup>nd</sup> Street, 1<sup>st</sup> Floor  
Burien, Washington 98166

*To hear Council's full discussion of a specific topic or the complete meeting, the following resources are available:*

- Watch the video-stream available on the City website, [www.burienwa.gov](http://www.burienwa.gov)
- Check out a DVD of the Council Meeting from the Burien Library

### CALL TO ORDER

Acting Mayor Bennett called the meeting of the Burien City Council to order at 7:00 p.m.

### PLEDGE OF ALLEGIANCE

Acting Mayor Bennett led the Pledge of Allegiance.

### ROLL CALL

Present: Acting Mayor Brian Bennett, Councilmembers Jack Block, Jr., Rose Clark, Lucy Krakowiak, Gerald F. Robison, and Gordon Shaw. Mayor Joan McGilton was excused.

Administrative staff present: Mike Martin, City Manager; Craig Knutson, City Attorney; Kim Krause, Finance Director; Lori Fleming, Management Analyst; Steve Roemer, Acting Public Works Director; and Monica Lusk, City Clerk.

### AGENDA CONFIRMATION

#### Direction/Action

**Motion** was made by Councilmember Krakowiak, seconded by Councilmember Shaw and passed unanimously to affirm the September 12, 2011, Agenda.

### PUBLIC COMMENT

Meg VanWyk, 16203 25<sup>th</sup> Avenue SW, Burien

Ms. VanWyk spoke to the new math and science visual program adopted by the Highline School District, "Math in Focus." Regarding annexation, she asked that the schools not be divided.

Roger DeLorm, 13254 2<sup>nd</sup> Avenue SW, Burien

Mr. DeLorm stated that the results of the primary election shows that the candidates that opposed the annexation got the biggest percentage of the votes meaning a big percentage of Burien citizens are opposed to annexation.

The following people spoke against the annexation of North Highline:

Bob Edgar, 12674 Shorewood Drive SW, Burien

Nona Deyman, 1817 SW 152<sup>nd</sup> Street, Burien

Debi Wagner, 1520 SW 158<sup>th</sup> Street, Burien

Linda Plein, 1600 SW 156<sup>th</sup> Street, Burien

Chestine Edgar, 1811 SW 152<sup>nd</sup> Street, Burien  
John Poitris, 1248 SW 149<sup>th</sup> Street, Burien

The following people spoke in favor of the annexation of North Highline:  
Rebecca Lopez, 10637 19<sup>th</sup> Avenue SW, Seattle  
Bob Price, 10905A Glen Acres Drive South, Seattle  
Gil Loring, 10009 20<sup>th</sup> Avenue SW, Seattle  
Liz Giba, 10230 10<sup>th</sup> Avenue SW, Seattle

Barbara Dopkin, 10020 20<sup>th</sup> Avenue SW, Seattle  
Ms. Dopkin stated there is a lot of misinformation on annexation out in the public. She asked the Council to base their decision on facts.

#### **CORRESPONDENCE FOR THE RECORD**

- a. Email Dated August 8, 2011, from Ed Dacy Regarding Annexation.
- b. Email Dated August 11, 2011, from Maria Little Regarding Live-Trapping of Wild Animals.
- c. Email Dated August 14, 2011, from Chestine Edgar Regarding Annexation.
- d. Letter Dated August 17, 2011, from Gary Hobbick, King County Fire District No. 2 Commissioner, Regarding Annexation.
- e. Letter Dated August 20, 2011, from Sheri Joyce Regarding Sheltering the Homeless.
- f. Email Dated August 22, 2011, from Chestine Edgar Regarding King County Housing Authority Report.
- g. Email Dated August 22, 2011, from John Poitras Regarding Annexation.
- h. Letter Dated August 30, 2011, from Julie M. Koler, King County Preservation Officer, Regarding Landmark Designation and Protection Services.
- i. Email Dated September 7, 2011, from Catherine Carbone Rogers, Highline Public Schools, Communication and Community Relations Director, Regarding Superintendent Search.
- j. Email Dated September 7, 2011, from Clint Christianson Regarding Des Moines Memorial Drive.

#### **CONSENT AGENDA**

- a. Approval of Vouchers: Numbers 29274 - 29449 in the Amounts of \$1,807,047.59.
- b. Approval of Minutes: Council Meeting, August 15, 2011.

##### **Direction/Action**

**Motion** was made by Councilmember Krakowiak, seconded by Councilmember Shaw, and passed unanimously to approve the September 12, 2011, Consent Agenda.

#### **BUSINESS AGENDA**

**Discussion and Possible Motion to Support a Waiver for the Underground Utility Policy Regarding Lake to Sound Trail**

##### **Direction/Action**

**Motion** was made by Councilmember Krakowiak, seconded by Councilmember Shaw, and passed unanimously to support a waiver for the Underground Utility Policy regarding Lake to Sound Trail.

**Discussion on the Renewal of the Regional Affordable Housing Program (RAHP) Interlocal Cooperation Agreement with King County**

**Direction/Action**

Councilmembers requested placing the Regional Affordable Housing Program (RAHP) Interlocal Cooperation Agreement with King County on the September 26, 2011, Consent Agenda for approval.

**General Annexation Discussion – Special Districts**

The following representatives from the special districts were present to speak to the impacts of the potential North Highline annexation:

Water District 20: General Manager Dick Swaab and Commissioner Gary Coy

Valley View Sewer District: General Manager Dana Dick

Water District 45: Commissioner Loretta Brittingham and Commissioner Barbara Lester

Southwest Suburban Sewer District: Commissioner Scott Hilsen

Fire District No. 2: Fire Chief Mike Marrs and Commissioner Elwell

North Highline Fire District: Interim Fire Chief Steve Marstrom

**Follow-up**

Staff will provide a rates chart for the special purpose districts; explore if voted Fire District bonds remain with the parcels; provide the assessed value of the King County Housing Authority property; provide annexation scenarios – if Burien does, if Seattle does, if nothing is done, and the impacts to the special district's rates; provide the 2008 Annexation Study estimates to the 2010 actuals; schedule a special Council meeting on September 19; and place the King County Historic Preservation Program on the 2012 Council retreat agenda.

**Discussion on an Interlocal Agreement with Normandy Park for Sylvester Bridge Contingency Funds**

**Follow-up**

Staff will place the Interlocal Agreement with Normandy Park for Sylvester Bridge Contingency Funds on the September 26, 2011, Consent Agenda for approval.

**Discussion of Draft 2012 Legislative Priorities**

**Follow-up**

Staff will place the Discussion of Draft 2012 Legislative Priorities on the September 19, 2011, Special Meeting agenda.

**City Business**

There were neither comments nor questions regarding the City Manager's report.

**COUNCIL REPORTS**

Councilmember Krakowiak reported on the Suburban Cities Association (SCA) meeting noting that an issue will go before the Public Issues Committee regarding extending sewer lines in the urban growth area.

**Direction/Action**

Councilmembers reached agreement to support an SCA task force to address the sewer line issue.

Councilmember Shaw reported on the Port of Seattle Commission meeting he attended with the Mayor and City Manager.

Councilmember Clark noted that the Community Collaboration for Education Results (CCER) has requested the Mayor's signature on a joint letter of support for their grant application for the 3<sup>rd</sup> Grade Reading Initiative that focuses on South King County.

**Direction/Action**

Councilmembers reached agreement for the Mayor to sign a joint letter of support for CCER's grant application.

Councilmember Clark reported on the Healthy Highline Communities Coalition meeting she attended.

**Follow-up**

Staff will place the merits of having a historical designation for the City on the 2012 Council Retreat agenda.

Councilmember Clark reported on a Roundtable of Mayors and Port Commissioners meeting which she attended.

Councilmember Block reported on the Transform Burien meeting which he attended.

**ADJOURNMENT**

**Direction/Action**

**MOTION** was made by Councilmember Krakowiak, seconded by Councilmember Shaw and passed unanimously to adjourn the meeting at 9:50 p.m.

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Brian Bennett, Acting Mayor

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Monica Lusk, City Clerk



To hear Council's full discussion of a specific topic or the complete meeting, the following resources are available:

- Watch the video-stream available on the City website, [www.burienwa.gov](http://www.burienwa.gov)
- Check out a DVD of the Council Meeting from the Burien Library

#### **CALL TO ORDER**

Mayor McGilton called the Special Meeting of the Burien City Council to order at 7:00 p.m.

#### **PLEDGE OF ALLEGIANCE**

Mayor McGilton led the Pledge of Allegiance.

#### **ROLL CALL**

Present: Mayor Joan McGilton, Deputy Mayor Brian Bennett, Councilmembers Jack Block, Jr., Rose Clark, Lucy Krakowiak, Gerald F. Robison and Gordon Shaw.

Administrative staff present: Mike Martin, City Manager; Kim Krause, Finance Director; and Monica Lusk, City Clerk.

#### **BUSINESS AGENDA**

##### **Discussion of Draft 2012 Legislative Priorities**

##### **Follow-up**

Staff will provide the proposed 2010 Business and Occupation (B&O) tax bill to review for possible savings to businesses and the City, provide samples of proposed public records cost recovery bills, invite speakers for and against I-1183 regarding liquor sales at the October 3 Agenda with information from the Suburban Cities Association (SCA) for Council consideration on October 10, provide the process for the various ballots that come before the Council for consideration, provide costs for publishing legal notices, and schedule a redistricting discussion within the next three Council meetings.

##### **General Annexation Discussion**

##### **Follow-up**

Staff will provide: information on the impact of sewer and water rates to Burien residents if Seattle were to annex North Highline; information on how the sewer and water bonds would be redeemed; a summation of Councilmember Robison's remarks regarding Seattle Public Utility rates for sewer and water; provide estimates on property and road taxes, impacts and costs related to the fire districts along w/special districts; how the sales tax credit works and what the revenue is being based on; and schedule an

additional public comment period during the annexation discussion on September 26, 2011.

**ADJOURNMENT**

**Direction/Action**

**MOTION** was made by Deputy Mayor Bennett, seconded by Councilmember Krakowiak and passed unanimously to adjourn the special meeting at 8:13 p.m.

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Joan McGilton, Mayor

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Monica Lusk, City Clerk



## CITY COUNCIL MEETING MINUTES

October 24, 2011

Special Meeting, Miller Creek Conference Room, 3<sup>rd</sup> Floor

For the purpose of holding an Executive Session to discuss potential litigation

6:30 p.m.

and

Council Meeting, Council Chambers, 1<sup>st</sup> Floor

7:00 p.m.

400 SW 152<sup>nd</sup> Street

Burien, Washington 98166

*To hear Council's full discussion of a specific topic or the complete meeting, the following resources are available:*

- Watch the video-stream available on the City website, [www.burienwa.gov](http://www.burienwa.gov)
- Check out a DVD of the Council Meeting from the Burien Library

### **SPECIAL MEETING**

Mayor McGilton called the Special Meeting of the Burien City Council to order at 6:30 p.m. for the purpose of holding an Executive Session to discuss potential litigation per RCW 42.30.110(1)(i).

Present: Mayor Joan McGilton, Deputy Mayor Brian Bennett, Councilmembers Rose Clark, Lucy Krakowiak, and Gordon Shaw. Councilmember Jack Block, Jr. was excused and Councilmember Gerald F. Robison was absent.

Administrative staff present: Mike Martin, City Manager and Craig D. Knutson, City Attorney.

No action was taken.

### **ADJOURNMENT TO COUNCIL MEETING**

The Special Meeting was adjourned at 6:48 p.m.

### **CALL TO ORDER**

Mayor McGilton called the Meeting of the Burien City Council to order at 7:00 p.m.

### **PLEDGE OF ALLEGIANCE**

Mayor McGilton led the Pledge of Allegiance.

### **ROLL CALL**

Present: Mayor Joan McGilton, Deputy Mayor Brian Bennett, Councilmembers Jack Block, Jr., Rose Clark, Lucy Krakowiak, Gerald F. Robison, and Gordon Shaw.

Administrative staff present: Mike Martin, City Manager; Craig Knutson, City Attorney; and Monica Lusk, City Clerk.

## **AGENDA CONFIRMATION**

### **Direction/Action**

**Motion** was made by Councilmember Krakowiak, seconded by Councilmember Shaw and passed unanimously to affirm the October 24, 2011, Agenda.

## **PUBLIC COMMENT**

Ron Franz, 2821 SW 172<sup>nd</sup> Place, Burien

Mr. Franz, Burien Marine Homeowners Association Vice President in charge of legal affairs, asked for the opportunity to negotiate with the Department of Ecology on their four issues with the City's Shoreline Master Plan (SMP) Update.

Roger DeLorm, 13254 2<sup>nd</sup> Avenue SW, Burien

Mr. DeLorm asked how many more cost overruns would happen in Burien, and when the vacant positions would be filled.

Bob Edgar, 12674 Shorewood Drive SW, Burien

Mr. Edgar, on behalf of the Lake Burien Neighborhood and the Neighbors of Seahurst Park, stated that the Lake Burien Neighborhood, the Lake Burien Shore Club and the Neighbors of Seahurst Park would like representation on the Shoreline Master Plan working group. He spoke to the inconsistencies between the Comprehensive Plan and the Shoreline Master Plan.

## **CORRESPONDENCE FOR THE RECORD**

- a. Email Dated October 4, 2011, from John Upthegrove, Planning Commissioner, Regarding Zoning Policy.

## **CONSENT AGENDA**

- a. Approval of Vouchers: Numbers 29718 – 29860 in the Amounts of \$341,435.95.
- b. Approval of Minutes: Council Meeting, October 10, 2011.

### **Direction/Action**

**Motion** was made by Councilmember Krakowiak, seconded by Councilmember Shaw, and passed unanimously to approve the October 24, 2011, Consent Agenda.

## **BUSINESS AGENDA**

### **Discussion Regarding Burien Shoreline Master Plan**

**Motion** was made by Councilmember Block, seconded by Councilmember Shaw to vote on whether or not to form a committee and at the next Council meeting hold a discussion on the representatives.

Councilmember Block withdrew the motion. Councilmember Shaw withdrew the second to the motion.

### **Follow-up**

Staff will schedule, on the November 14 Council agenda, a continued discussion on the appointment of members (number, types, and names) to the SMP Working Group that will develop a framework to resolve the Department of Ecology's four remaining issues to the update.

**Acknowledgement Policy Draft**

**Follow-up**

Staff will update the proposed policy to include a lifetime Citizen of the Year award, limit proclamations to individuals and groups in the City, define said groups and their relation to Burien, provide each Councilmember the opportunity to sponsor two proclamations each year, and schedule the policy adoption on November 14, 2011.

**Review of Council Proposed Agenda Schedule**

**Follow-up**

Staff will cancel the November 7 Council meeting, schedule a review of the Pedestrian and Bicycle Facilities Plan update during the budget process including the possible inclusion of non-arterial routes, and add a discussion on holding meetings on a single topic to the Council's 2012 retreat agenda.

**City Business**

**Direction/Action**

Councilmembers agreed to support the Suburban Cities Association's (SCA) position on the new Service Improvement Plan to guide the King County Veterans and Human Services levy planning and services for 2012-2017.

**Follow-up**

Staff will publish a notice regarding Council attendance at the January 19, 2012, Healthy Highline Communities Coalition summit, and provide more information on the National League of Cities (NLC) Prescription Drug Program at the November 14 meeting.

**COUNCIL REPORTS**

Councilmember Krakowiak reported on the dedication and grand opening events for the new Environmental Science Center.

**Direction/Action**

Councilmembers agreed to list the City on the letter asking the United States Fish and Wildlife Agency to immediately change the medication disposal guidance advocated by their SMARxT program to include the use of medicine take-back programs where they are available.

**ADJOURNMENT**

**Direction/Action**

**MOTION** was made by Deputy Mayor Bennett, seconded by Councilmember Krakowiak and passed unanimously to adjourn the meeting at 8:14 p.m.

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Joan McGilton, Mayor

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Monica Lusk, City Clerk



**CITY OF BURIEN  
AGENDA BILL**

<b>Agenda Subject:</b> Public Hearing on Revenue Sources and Expenditures for 2011-2012 Mid-biennial Budget Review and Update		<b>Meeting Date:</b> November 14, 2011
<b>Department:</b> Finance Department	<b>Attachments:</b> 1. Public Hearing Notice	<b>Fund Source:</b> N/A <b>Activity Cost:</b> N/A <b>Amount Budgeted:</b> N/A <b>Unencumbered Budget Authority:</b> N/A
<b>Contact:</b> Kim Krause, Finance Director		
<b>Telephone:</b> (206) 439-3150		
<b>Adopted Work Plan Priority:</b> Yes    No X	<b>Work Plan Item Description:</b>	
<p><b>PURPOSE/REQUIRED ACTION:</b> The purpose of this agenda item is for Council to hold a public hearing to receive comments on the 2011-2012 Biennial Budget Review and Update. A discussion will follow the public hearing.</p> <p><b>BACKGROUND (Include prior Council action &amp; discussion):</b>  The 2011-2012 Biennial Budget was adopted on November 29, 2010 (Ordinance #547). Council has not adopted any modifications to the budget since adoption; therefore, this mid-biennium review includes adjustments to both 2011 and 2012.</p> <p>This is the first of two scheduled public hearings. A second public hearing will be held on November 28, 2011. As part of the Budget Review, Council will discuss setting the 2012 Property Tax Levy.</p> <p>Adoption of the 2011-2012 Budget Modification and the 2012 Property Tax Levy is scheduled for November 28, 2011. This date may be extended (to any date prior to January 1, 2012) if Council decides to continue discussion of the 2011-2012 Biennial Budget Review and Update.</p> <p><b>OPTIONS (Including fiscal impacts):</b> N/A</p>		
<b>Administrative Recommendation:</b> Conduct the public hearing on the 2011-2012 Mid-biennial Budget Review and Update.		
<b>Committee Recommendation:</b> N/A		
<b>Advisory Board Recommendation:</b> N/A		
<b>Suggested Motion:</b> None required.		
<b>Submitted by:</b> Kim Krause, Finance Director		
<b>Administration</b> _____	<b>City Manager</b> _____	
<b>Today's Date:</b> November 2, 2011	<b>File Code:</b> \\File01\records\CC\Agenda Bill 2011\111411ad-1 Public Hearing.docx	





# Burien

*Washington, USA*

400 SW 152nd, Suite 300, Burien, WA 98166  
Phone: (206) 241-4647 • FAX (206) 248-5539  
[www.burienwa.gov](http://www.burienwa.gov)

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**DATE:** November 3, 2011  
**FOR RELEASE:** November 5 and November 12, 2011  
**CONTACT:** Finance Department  
Telephone: (206) 439-3150

## **2011-2012 MID-BIENNIAL BUDGET REVIEW PUBLIC HEARING NOTICE**

The City of Burien will hold a public hearing on Monday, November 14, 2011, for the purpose of:

**Receiving the publics' comments on revenue sources, including a possible up to a 1% increase in property tax revenue, and expenditures for the 2011-2012 Mid-Biennial Budget review and amendments.**

The hearing will be in the Burien Council Chambers at 400 SW 152<sup>nd</sup> St., at approximately 7:00 p.m. Copies of the 2011-2012 Mid-Biennial Budget Review are available and can be obtained by calling the Finance Department at (206) 439-3150.

*Sign language and communication in alternate format can be arranged given sufficient notice. Please contact the City Clerk's office at (206) 248-5517.*

###

Published in The Seattle Times: November 5, 2011 and November 12, 2011  
The Highline Times: November 11, 2011

cc: Burien City Council  
Burien Staff  
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Burien Daily

Highline Times  
King County/Burien Public Library  
Web site: [www.burienwa.gov](http://www.burienwa.gov)  
White Center Now



**CITY OF BURIEN  
AGENDA BILL**

<b>Agenda Subject:</b> Public Hearing on the 2012 through 2017 Six-Year Transportation Improvement Program.		<b>Meeting Date:</b> November 14, 2011
<b>Department:</b> Public Works Department	<b>Attachments:</b> 1. Public Hearing Notice 2. Six Year Transportation Program 2012-2017 3. Draft Resolution No. 325	<b>Fund Source:</b> N/A <b>Activity Cost:</b> N/A <b>Amount Budgeted:</b> N/A <b>Unencumbered Budget Authority:</b> N/A
<b>Contact:</b> Steve Roemer, Acting Director		
<b>Telephone:</b> (206) 248-5514		
<b>Adopted Work Plan Priority:</b> Yes    No X	<b>Work Plan Item Description:</b> N/A	
<b>PURPOSE/REQUIRED ACTION:</b>  The purpose of this agenda item is for Council to hold a public hearing to receive public comments on the 2012-2017 Six-Year Transportation Improvement Program (TIP).  <b>BACKGROUND (Include prior Council action &amp; discussion):</b>  The primary importance of the Six (6) Year TIP is that, in most cases, local projects must be included in the TIP to be eligible for state and federal grant programs.  The Six (6) Year TIP is a short-range planning document that is updated annually based on needs and policies identified through a variety of sources. Project and financial development involve interactions with many groups and agencies at the local, regional, state, and federal levels. It represents Burien's current list of needed projects that may begin work in the next six (6) years.  As Burien is currently developing a Transportation Master Plan, recommendations will be incorporated into the 2013-2018 TIP.  <b><u>Mandated by State Law</u></b>  State Law requires that each city develop a local TIP and that it be updated annually (RCW 35.77.010). In order for cities to compete for transportation funding grants from Federal and State sources most granting agencies require that projects be included in the TIP document.  <b>OPTIONS (Including fiscal impacts):</b> N/A		
<b>Administrative Recommendation:</b> Conduct Public Hearing on the 2012-2017 Six-Year Transportation Improvement Program, and place Resolution No. 325 on the November 28, 2011 Agenda for consideration.		
<b>Committee Recommendation:</b> N/A		
<b>Advisory Board Recommendation:</b> N/A		
<b>Suggested Motion:</b> None Required.		
Submitted by: Steve Roemer <b>Administration</b> _____	Mike Martin <b>City Manager</b> _____	
<b>Today's Date:</b> November 7, 2011	<b>File Code:</b> R:/CC/AgendaBill 2011/111411pw-1 TIP Publ Hrg	





# Burien

*Washington, USA*

400 SW 152nd, Suite 300, Burien, WA 98166  
Phone: (206) 241-4647 • FAX (206) 248-5539  
[www.burienwa.gov](http://www.burienwa.gov)

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**DATE:** November 3, 2011  
**FOR RELEASE:** November 5, 2011  
**CONTACT:** Public Works Department  
Telephone: (206) 248-5521

## CITY OF BURIEN PUBLIC HEARING NOTICE

The City of Burien will hold a public hearing on Monday, November 14, 2011, for the purpose of:

### **Receiving public comments on the 2012 through 2017 Six-Year Transportation Improvement Program (TIP).**

The public is encouraged to participate by providing the Council with their comments on the 2012-2017 Transportation Improvement Program. The primary importance of the Six (6) Year Transportation Improvement Program is that, in most cases, local projects must be included in the TIP to be eligible for state and federal grant programs.

The hearing will be in the Council Chambers at Burien City Hall, 400 SW 152<sup>nd</sup> Street, at approximately 7:00 p.m.

*Sign language and communication in alternate format can be arranged given sufficient notice. Please contact the City Clerk's office at (206) 248-5517.*

###

Published in The Seattle Times: November 5, 2011  
The Highline Times: November 11, 2011

cc: Burien City Council  
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Burien Library  
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White Center Now  
Burien Daily



City of Burien, Washington  
Six Year Transportation Improvement Program  
2012 - 2017



Joan McGilton, Mayor

Mike Martin, City Manager



**CITY OF BURIEN**  
**SIX YEAR TRANSPORTATION IMPROVEMENT PROGRAM**  
**2012-2017**

<b>Table of Contents</b>	<b>Page(s)</b>
<hr/>	
1. Resolution adopting the 2012-2017 Six Year TIP.....	i-ii
2. Introduction.....	iii
3. Project List .....	1-10
4. Citywide Programs.....	11
5. Project Map.....	map
6. Appendices	
Figure Pedestrian and Bicycle Facilities Plan Recommended High Priority Projects...	map
Figure SR 518/Des Moines Memorial Drive Interchange.....	map
7. Contact Information.....	12

# CITY OF BURIEN, WASHINGTON

## RESOLUTION NO. 325

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### A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BURIEN, WASHINGTON, ADOPTING THE 2012 THROUGH 2017 SIX-YEAR TRANSPORTATION IMPROVEMENT PROGRAM FOR THE CITY OF BURIEN

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WHEREAS, State law (Ch. 35.77 RCW) requires cities to develop a six-year Transportation Improvement Program (TIP) and update it annually; and

WHEREAS, in order for cities to compete for transportation funding grants from Federal and State sources, most granting agencies require that projects be included in the TIP document; and

WHEREAS, as required by State law and after proper notice, the City Council held a public hearing at its regular meeting on November 14, 2011, to consider public testimony on the City's proposed 2012 through 2017 Six-Year Transportation Improvement Program (TIP); and

WHEREAS, the City Council finds it to be in the best interests of the City to adopt the proposed 2012-2017 TIP.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF BURIEN, WASHINGTON, DOES HEREBY RESOLVE AS FOLLOWS:

Section 1. Adoption. The 2012 through 2017 Six-Year Transportation Improvement Program, which is set forth in the attached Exhibit A and which has been filed with the City Clerk, is hereby adopted.

Section 2. Effective Date. This resolution shall take effect immediately upon passage by the Burien City Council.

ADOPTED BY THE CITY COUNCIL OF THE CITY OF BURIEN, WASHINGTON, AT A REGULAR MEETING THEREOF THIS 28<sup>TH</sup> DAY OF November, 2011.

CITY OF BURIEN

/s/ Joan McGilton, Mayor

ATTEST/AUTHENTICATED:

/s/ Monica Lusk, City Clerk

Approved as to form:

/s/ Craig Knutson, City Attorney

Filed with the City Clerk: \_\_\_\_\_  
Passed by the City Council: \_\_\_\_\_  
Resolution No. XXXX

## **EXHIBIT-A**

# **CITY OF BURIEN SIX YEAR TRANSPORTATION IMPROVEMENT PROGRAM 2012-2017**

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## **Introduction**

The primary importance of the Six-Year Transportation Improvement Program (TIP) is that, in most cases, local projects must be included in the TIP to be eligible for state and federal grant programs.

The Six-Year Transportation Improvement Program (TIP) is a short-range planning document that is annually updated based on needs and policies identified through a variety of sources. Project and financial development involve interactions with many groups and agencies at the local, regional, state, and federal levels. It represents Burien's current list of needed projects that may begin work in the next six years.

### **Mandated by State Law**

State law requires that each city develop a local TIP and that it be updated annually (RCW 35.77.010). In order for cities to compete for transportation funding grants from Federal and State sources most granting agencies require that projects be included in the TIP.

**City of Burien**  
**Six Year Transportation Improvement Program**  
**2012-2017**

Sr. No.	Name of Project	Project Limit	Project Description	Existing ROW Width	Proposed Roadway	Funding Sources	Priority	Total Length of Street in feet	In Existing CIP?	Cost	Timing
1	1st Avenue South-Phase-2	SW 146th to SW 140th Street	Reconstruct roadway to Principal Arterial standards, including pedestrian, stormwater detention and water quality facilities, center medians and left-turn lanes, signal improvements and interconnections, landscaping and irrigation, and driveway consolidation where feasible. Overhead to underground utility conversion.	85-90 feet	Four travel lanes, two-way left turn lane, street lighting, curbs, gutters and sidewalks.	City of Burien, TIB	High	2,200	Yes	8.4M	2012-2013
1.1	1st Avenue South-Phase-3	SW 128th to SW 140th Street	Reconstruct roadway to Principal Arterial standards, including pedestrian, stormwater detention and water quality facilities, center medians and left-turn lanes, signal improvements and interconnections, landscaping and irrigation, and driveway consolidation where feasible. Reconstruct intersection at SW 128th St. and add protected left-turn phasing at SW 136th St. intersections. Overhead to underground utility conversion. Major drainage replacement (MDR)	85-90 feet	Four travel lanes, two-way left turn lane, street lighting, curbs, gutters and sidewalks.	Unfunded	High	4,000	No	10 M	2012-2017

**City of Burien**  
**Six Year Transportation Improvement Program**  
**2012-2017**

Sr. No.	Name of Project	Project Limit	Project Description	Existing ROW Width	Proposed Roadway	Funding Sources	Priority	Total Length of Street in feet	In Existing CIP?	Cost	Timing
1.2	1st Avenue South-Phase -4	SW 128th to SW 116th Street	Reconstruct roadway to Principal Arterial standards, including pedestrian, stormwater detention and water quality facilities, center medians and left-turn lanes, signal improvements and interconnections, landscaping and irrigation, and driveway consolidation where feasible. Overhead to underground utility conversion. Major drainage replacement (MDR)	85-90 feet	Four travel lanes, two-way left turn lane, street lighting, curbs, gutters and sidewalks.	Unfunded	High	4,000	No	10 M	2012-2017
2	Des Moines Memorial Drive	South 165th Street to Normandy Road	Reconstruct and widen roadway to 36-44 feet to include storm drainage, landscaping, bicycle lanes, street lighting, channelization, signal modification, and paving. Install curb, gutter, and sidewalks. Construct center two-way left turn lane and consolidate driveways in commercial area. Major drainage replacement (MDR).	60 feet	Three travel lanes, bicycle lane on both sides and sidewalks	Unfunded	Low	3,676	No	12 M	2012-2017
3	26th Avenue SW	SW 116th Street to Shorewood Drive SW	Reconstruct road to include curb and gutter, sidewalks, parking, drainage, landscaping and illumination. Overhead to underground utility conversion. Major drainage replacement (MDR).	60 feet	Two travel lanes with both sides sidewalk	Unfunded	Medium	2,500	No	7.9 M	2012-2017

**City of Burien**  
**Six Year Transportation Improvement Program**  
**2012-2017**

Sr. No.	Name of Project	Project Limit	Project Description	Existing ROW Width	Proposed Roadway	Funding Sources	Priority	Total Length of Street in feet	In Existing CIP?	Cost	Timing
4	Shorewood Drive SW	26th Avenue SW to Ambaum Blvd SW, including SW 130th Street	Reconstruct road to include curb and gutter, bicycle lanes, sidewalks, parking, drainage, landscaping and illumination. Overhead to underground utility conversion.	60 feet	Two travel lanes, bicycle lanes on both sides and sidewalks	Unfunded	Medium	8,580	No	25.74 M	2012-2017
5	S 136th Street	1st Avenue South to Des Moines Memorial Dr	Bicycle lanes on both sides. Repair inadequate and non-ADA portion of existing sidewalk and fill in gaps in sidewalk. Overhead to underground utility conversion. Major drainage replacement (MDR).	60 feet	Two travel lanes, bicycle lanes and sidewalks	Unfunded	High	4,800	Yes	1.3M	2012-2017
6	SW 136th Street	1st Avenue South to Ambaum Blvd SW	Reconstruct road to include storm drainage, bike lanes, street lighting, parking, curb, gutter and sidewalks. Overhead to underground utility conversion. Major drainage replacement (MDR).	60 feet	Two travel lanes, bicycle lanes and sidewalks	Unfunded	High	3,600	No	9.5M	2012-2017
7	8th Avenue SW	Ambaum Blvd SW to Sylvester RD SW	Reconstruct road to include storm drainage, bike lanes, street lighting, parking, curb, gutter and sidewalks. Overhead to underground utility conversion. Major drainage replacement (MDR).	60 feet	Two travel lanes, bicycle lanes on both sides and sidewalks	Unfunded	High	4,800	No	14.4 M	2012-2017

**City of Burien**  
**Six Year Transportation Improvement Program**  
**2012-2017**

Sr. No.	Name of Project	Project Limit	Project Description	Existing ROW Width	Proposed Roadway	Funding Sources	Priority	Total Length of Street in feet	In Existing CIP?	Cost	Timing
8	Sylvester Road SW	6th Avenue SW to 10th Avenue SW	Reconstruct road to include curb and gutter, sidewalks, parking, drainage, landscaping and illumination. Overhead to underground utility conversion.	60 feet	Two travel lanes, bicycle lanes on both sides and sidewalks	Unfunded	Medium	1,900	No	5.7 M	2012-2017
9	SW 144th Street and SW 146th Street	Ambaum Blvd SW to 21st Avenue SW	Reconstruct road to include storm drainage, bike lanes, street lighting, curb, gutter and sidewalks. Overhead to underground utility conversion.	60 feet	Two travel lanes and sidewalks	Unfunded	Medium	4,200	No	12.6 M	2012-2017
10	21st Avenue SW	SW 146th to SW 164th Street	Bicycle lanes on both sides. Reconstruct road including storm drainage, street lighting, parking, curb, gutter and sidewalks. Overhead to underground utility conversion.	60 feet	Two travel lanes and sidewalks	Unfunded	Medium	6,780	No	2.34 M	2012-2017
11	Marine View DR	SW 164th Street to 19th Avenue SW	Bicycle lanes on both sides. Reconstruct road including storm drainage, street lighting, parking, curb, gutter and sidewalks. Overhead to underground utility conversion.	60 feet	Two travel lanes and sidewalks	Unfunded	Medium	3,000	No	9 M	2012-2017
12	SW 152nd St	10th Avenue SW to 22nd Avenue SW	From 10th Avenue SW to 20th Avenue SW: bicycle lanes both sides; 6- foot sidewalk with 4 feet planter strip (parking lane on north side). Overhead to underground utility conversion. Major drainage replacement (MDR).	60 feet	Two travel lanes and sidewalks	Unfunded	Medium	4,000	No	12 M	2012-2017

**City of Burien**  
**Six Year Transportation Improvement Program**  
**2012-2017**

Sr. No.	Name of Project	Project Limit	Project Description	Existing ROW Width	Proposed Roadway	Funding Sources	Priority	Total Length of Street in feet	In Existing CIP?	Cost	Timing
13	SW 172nd St	SW 171st Street to 16th Avenue SW	Road reconstruction, including stormdrain improvements, street lighting, pedestrian access, parking or other infrastructure that can be built within the existing pavement footprint located in the right-of-way of the City of Burien. Bicycle movement through this area shall be accommodated by shared bicycle/vehicle usage, and signage. Overhead to underground utility conversion.	60 feet	Two travel lanes and shared bicycle lanes	Unfunded	Low	7,500	No	22.5 M	2012-2017
14	Maplewild Avenue SW	22nd Avenue SW to SW 171st Street	Road reconstruction, including stormdrain improvements, street lighting, pedestrian access, parking or other infrastructure that can be built within the existing pavement footprint located in the right-of-way of the City of Burien. Bicycle movement through this area shall be accommodated by shared bicycle/vehicle usage, and signage. Overhead to underground utility conversion.	60 feet	Two travel lanes and shared bicycle lanes	Unfunded	Low	9,700	No	29 M	2012-2017
15	S 146th Street	8th Avenue S to Des Moines Memorial Drive	Reconstruct road including storm drainage, street lighting, parking, curb, gutter and sidewalks. Overhead to underground utility conversion.	33-40 feet	Two travel lanes and sidewalks	Unfunded	Medium	2,530	No	7.6 M	2012-2017

**City of Burien**  
**Six Year Transportation Improvement Program**  
**2012-2017**

Sr. No.	Name of Project	Project Limit	Project Description	Existing ROW Width	Proposed Roadway	Funding Sources	Priority	Total Length of Street in feet	In Existing CIP?	Cost	Timing
16	8th Avenue South	S 152nd Street to S 112th St	Reconstruct road to include curb, gutter, sidewalks, bicycle lanes, parking, drainage, landscaping, and illumination. Reconstruct intersections at SW 128th St, SW 136th St, SW 140th St, and SW 146th St. Add left-turn pockets at SW 136th Street intersection and upgrade existing signal to add protected left-turn phasing. Overhead to underground utility conversion.	60 feet	Two travel lanes and sidewalks	Unfunded	High	9,000	No	27 M	2012-2017
17	South 152nd Street	1st Avenue South to Des Moines Memorial Drive	Sidewalks on both sides of street. Fill in gaps in intermittent sidewalk and ensure implementation of ADA standards. Bicycle lanes on both sides of street. Connect to Highline High School. Overhead to underground utility conversion. Major drainage replacement (MDR).	60-80 feet	Two travel lanes, bicycle lanes and sidewalks	Unfunded	High	2,950	No	1.2M	2012-2017
18	SW 148th Street	4th Avenue SW to Ambaum Blvd SW	Fill in gaps in intermittent sidewalk and ensure implementation of ADA standards for ramps. Overhead to underground utility conversion.	60 feet	Two travel lanes and sidewalks	Unfunded	High	2,094	No	0.8M	2012-2017
19	South and SW 146th St	Ambaum Blvd SW to 8th Avenue S	Repair existing sidewalks and ensure implementation ADA standards for ramps. Overhead to underground utility conversion.	60 feet	Two travel lanes and sidewalks	Unfunded	Medium	6,200	No	0	2012-2017

**City of Burien**  
**Six Year Transportation Improvement Program**  
**2012-2017**

Sr. No.	Name of Project	Project Limit	Project Description	Existing ROW Width	Proposed Roadway	Funding Sources	Priority	Total Length of Street in feet	In Existing CIP?	Cost	Timing
20	South 160th Street	1st Avenue South to Des Moines Memorial Drive	Fill in gaps in intermittent sidewalk and ensure implementation of ADA standards for ramps.	60 feet	Two travel lanes, left turn lane and sidewalks	Unfunded	Medium	2,604	No	1.32M	2012-2017
21	4th Avenue SW	SW 148th Street to SW 150th Street	Reconstruct road including storm drainage, street lighting, parking, curb, gutter and sidewalks.	60 feet	Two travel lanes, left turn lane and sidewalks	Unfunded	High	690	No	.29M	2012-2017
22	SW 160th Street	2nd Avenue to SW 21st Avenue	Fill in gaps in intermittent sidewalk and ensure implementation of ADA standards for ramps. Overhead to underground utility conversion. Major drainage replacement.	60 feet	Two travel lanes and sidewalks	Unfunded	Medium	6,500	No	1.8M	2012-2017
23	Ambaum Blvd SW Corridor Study	SW 116th Street to 1st Avenue South	Ambaum Corridor Study of safety, capacity, & non-motorized issues.	60-70 feet	Four travel lanes and sidewalks	Unfunded	High	15,000	No	1.2M	2012-2017
24	16th Avenue SW	SW 160th to SW 168th Street	Reconstruct road including storm drainage, street lighting, parking, curb, gutter and sidewalks. Overhead to underground utility conversion. Major drainage replacement.	60 feet	Two travel lanes, bicycle lanes and sidewalks	Unfunded	Medium	2,728	No	8.2 M	2012-2017

**City of Burien**  
**Six Year Transportation Improvement Program**  
**2012-2017**

Sr. No.	Name of Project	Project Limit	Project Description	Existing ROW Width	Proposed Roadway	Funding Sources	Priority	Total Length of Street in feet	In Existing CIP?	Cost	Timing
25	SW 116th St	26th Avenue SW to 12th Avenue SW	Fill in gaps in intermittent sidewalk and ensure implementation of ADA standards for ramps. Overhead to underground utility conversion.	60 feet	Two travel lanes, bicycle lanes and sidewalks	Unfunded	Medium	3,790	No	.8M	2012-2017
26	4th Avenue SW	SW 156th Street to SW 160th St	Reconstruct road including storm drainage, street lighting, parking, curb, gutter, bike lanes and sidewalks. Overhead to underground utility conversion.	60 feet	Two travel lanes, bicycle lanes and sidewalks	Unfunded	High	1,370	No	4 M	2012-2017
27	SW 159th Street and 19th Avenue SW	SW 21st Avenue to SW 160th St	Reconstruct road including storm drainage, street lighting, parking, curb, gutter, bike lanes and sidewalks. Overhead to underground utility conversion.	60 feet	Two travel lanes, bicycle lanes and sidewalks	Unfunded	Low	700	No	2.1 M	2012-2017
28	28th Avenue SW and SW 170th St	Marine View Drive to SW 19th Avenue SW	Reconstruct road including storm drainage, street lighting, parking, curb, gutter, bike lanes and sidewalks. Overhead to underground utility conversion.	60 feet	Two travel lanes, bicycle lanes and sidewalks	Unfunded	Low	3,150	No	9.45 M	2012-2017
29	South Normandy Road	1st Avenue South to Des Moines Memorial Drive	Reconstruct road including storm drainage, street lighting, curbs, gutters, bike lanes and sidewalks. Overhead to underground utility conversion.	60 feet	Two travel lanes, bicycle lanes and sidewalks	Unfunded	Low	1,900	No	4.5M	2012-2017

**City of Burien**  
**Six Year Transportation Improvement Program**  
**2012-2017**

Sr. No.	Name of Project	Project Limit	Project Description	Existing ROW Width	Proposed Roadway	Funding Sources	Priority	Total Length of Street in feet	In Existing CIP?	Cost	Timing
30	S 174th Street (old 509)	1st Avenue S to 8th Avenue S	Reconstruct road including storm drainage, street lighting, parking, curb, gutter, bike lanes and sidewalks. Overhead to underground utility conversion.	100 feet	Two travel lanes, two way turn lane, curbs, gutters and sidewalks	Unfunded		2,250	No	6.75M	2012-2017
31	SW 150th St	1st Avenue South to Ambaum Blvd SW	Fill in gaps in intermittent sidewalk and ensure implementation of ADA standards for ramps. Overhead to underground utility conversion.	60 feet	Two travel lanes, bicycle lanes and sidewalks	Unfunded	Medium	3,000	No	.9M	2012-2017
32	Military Road S	S 128th St to Des Moines Memorial Drive	Reconstruct roadway to Principal Arterial standards, including pedestrian, stormwater detention and water quality facilities, center medians and left-turn lanes, signal	70-85 feet	Four travel lanes, two-way left turn lane, street lighting,	Unfunded	Medium	5,700	No	17M	2012-2017
33	4th Avenue SW & SW 148th Street	Intersection	Upgrade existing signal to include a eastbound right-turn overlap phase and protected left turns.	60 feet	Intersection improvement	Unfunded	Medium		Yes	1.24M	2012-2017
34	Ambaum Blvd SW/SW 148th Street	Intersection	Upgrade existing signal to add protected left-turn phasing on all approaches. Coordinate signal with 1st Ave. and Ambaum Blvd. Construct northbound right-turn lane with overlap phase. Overhead to underground utility conversion.	60 feet	Intersection improvement	Unfunded	Medium		No	0.15M	2012-2017

**City of Burien**  
**Six Year Transportation Improvement Program**  
**2012-2017**

Sr. No.	Name of Project	Project Limit	Project Description	Existing ROW Width	Proposed Roadway	Funding Sources	Priority	Total Length of Street in feet	In Existing CIP?	Cost	Timing	
35	9th Ave SW & SW 146th St	Intersection	New Signal for new Fire Station at 900 SW 146th Street	60 feet	Intersection improvement	Unfunded	High		No	0.30M	2012-2017	
36	6th Ave SW & SW 148th Street	Intersection	New Signal to add interconnect and protected left turn. Overhead to underground utility conversion. Major drainage replacement (MDR)	60 feet	Intersection improvement	Unfunded	High		No	0.30M	2012-2017	
37	8th Avenue S/S 146th St	Intersection	New Signal for Northeast Redevelopment Area (NERA). Overhead to underground utility conversion.	30, 50 and 60 feet	Intersection improvement	Unfunded	High		No	0.30M	2012-2017	
38	SR 518/Des Moines Memorial Drive (DMMD) Interchange	Interchange	SR 518-Construct full interchange at Des Moines Memorial Drive (EB ramp + WB loop ramp).			Unfunded	High		No	76M	2012-2017	
39	2011-2012 Street Overlay Program	Maintain and preserve the integrity of the City's existing roadway surface through a combination of repair to major pavement failures, crack sealing of existing pavements to extend their usable life and overlay pavements that are structurally declining.						High				2012-2017
40	2014-2017	Maintain and preserve the integrity of the City's existing roadway surface through a combination of repair to major pavement failures, crack sealing of existing pavements to extend their usable life and overlay pavements that are structurally declining. \$600,000 per year each year.						High		2.4M		2014-2017

**CITY OF BURIEN**  
**SIX YEAR TRANSPORTATION IMPROVEMENT PROGRAM**  
**2012-2017**

<b>Project Number</b>	<b>Project Name Project Location</b>
A	Pedestrian & Bicycle Facilities Plan <i>Ongoing Citywide Program</i>
B	Guardrail and Safety Improvements <i>Citywide Program</i>
C	Street Overlay Program <i>Citywide Program</i>
D	Residential Traffic Calming Program <i>Citywide Program</i>
E	Channelization Improvement Program <i>Citywide Program</i>
F	Traffic Signal Management Program <i>Citywide Program</i>
G	Americans with Disabilities Act Compliance and the Sidewalk Repair and Rehabilitation System <i>Citywide Program</i>
H	Street Lighting and Illumination Program -Operations -Maintenance -Replacement -Capital Improvements

# Transportation Improvement Program

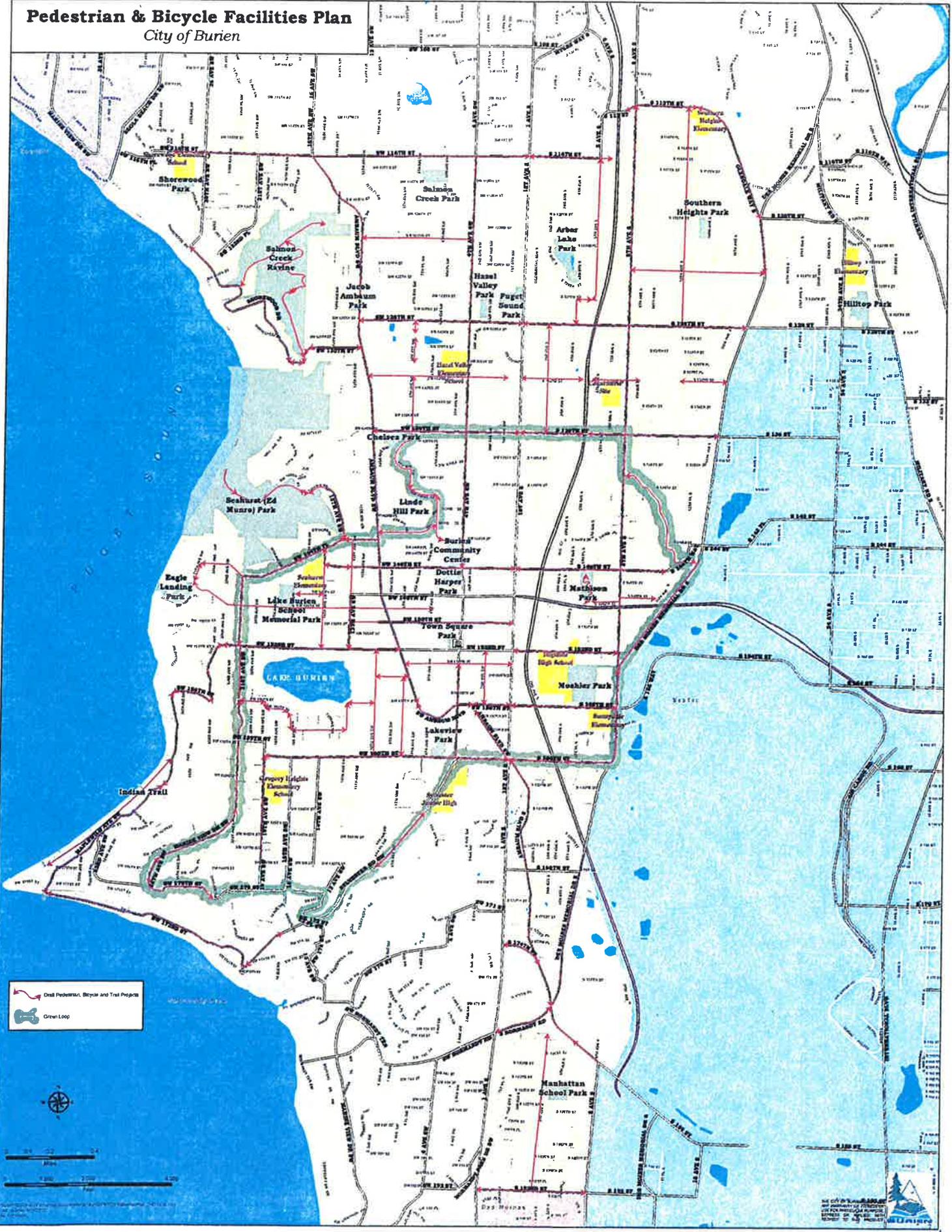
## City of Burien



- 1 - 1st Ave S Phase 2
- 1.1 - 1st Ave S Phase 3
- 1.2 - 1st Ave S Phase 4
- 2 - Des Moines Memorial Drive
- 3 - 26th Ave SW
- 4 - Shorewood Dr
- 5 - S 136th St
- 6 - SW 136th St
- 7 - 8th Ave SW
- 8 - Sylvester Rd SW
- 9 - SW 144th, 146th St
- 10 - 21st Ave SW
- 11 - Marine View Dr SW
- 12 - SW 152nd St
- 13 - SW 172nd St
- 14 - Maplewild Ave SW
- 15 - S 146th St
- 16 - 8th Ave S
- 17 - S 152nd St
- 18 - SW 148th St
- 19 - S, SW 146th St
- 20 - S 160th St
- 21 - 4th Ave SW
- 22 - SW 160th St
- 23 - Ambaum Blvd Corridor
- 24 - 16th Ave SW
- 25 - SW 116th St
- 26 - 4th Ave SW
- 27 - SW 159th & 19th Ave SW
- 28 - 28th Ave & 170th St SW
- 29 - S Normandy Rd
- 30 - S 174th St
- 31 - SW 150th St
- 32 - Military Rd

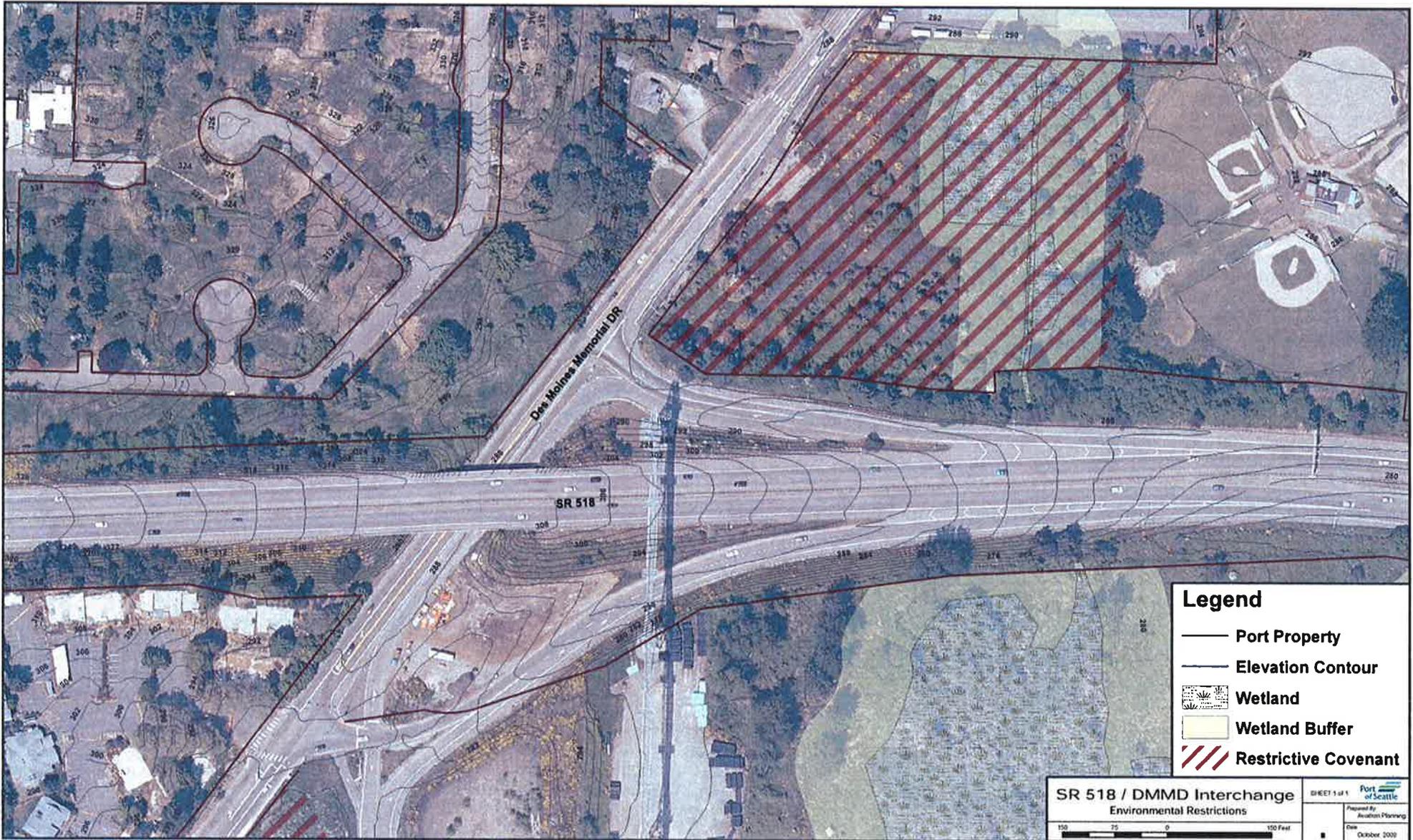
# Pedestrian & Bicycle Facilities Plan

## City of Burien



On-street Pedestrian, Bicycle and Trail Projects  
Green Loop





## **Contact Information**

For more information or additional copies of this document contact:

City of Burien Public Works Department  
Ramesh Davad, PE  
Development Review Engineer  
400 SW 152<sup>nd</sup> Street, Suite 300  
Burien, WA 98166  
Phone: (206) 248-5527  
Email: [rameshd@burienwa.gov](mailto:rameshd@burienwa.gov)

*Our Vision: We are Innovative Stewards of Public Trust*

# CITY OF BURIEN, WASHINGTON

## RESOLUTION NO. 325

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### A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BURIEN, WASHINGTON, ADOPTING THE 2012 THROUGH 2017 SIX-YEAR TRANSPORTATION IMPROVEMENT PROGRAM FOR THE CITY OF BURIEN

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WHEREAS, State law (Ch. 35.77 RCW) requires cities to develop a six-year Transportation Improvement Program (TIP) and update it annually; and

WHEREAS, in order for cities to compete for transportation funding grants from Federal and State sources, most granting agencies require that projects be included in the TIP document; and

WHEREAS, as required by State law and after proper notice, the City Council held a public hearing at its regular meeting on November 14, 2011, to consider public testimony on the City's proposed 2012 through 2017 Six-Year Transportation Improvement Program (TIP); and

WHEREAS, the City Council finds it to be in the best interests of the City to adopt the proposed 2012-2017 TIP.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF BURIEN, WASHINGTON, DOES HEREBY RESOLVE AS FOLLOWS:

Section 1. Adoption. The 2012 through 2017 Six-Year Transportation Improvement Program, which is set forth in the attached Exhibit A and which has been filed with the City Clerk, is hereby adopted.

Section 2. Effective Date. This resolution shall take effect immediately upon passage by the Burien City Council.

ADOPTED BY THE CITY COUNCIL OF THE CITY OF BURIEN, WASHINGTON, AT A REGULAR MEETING THEREOF THIS 28<sup>TH</sup> DAY OF November, 2011.

CITY OF BURIEN

/s/ Joan McGilton, Mayor

ATTEST/AUTHENTICATED:

/s/ Monica Lusk, City Clerk

Approved as to form:

/s/ Craig Knutson, City Attorney

Filed with the City Clerk: \_\_\_\_\_  
Passed by the City Council: \_\_\_\_\_  
Resolution No. XXXX

**CITY OF BURIEN  
AGENDA BILL**

<b>Agenda Subject:</b> Directing staff to draft a letter to the Port regarding disposition of Lora Lake property		<b>Meeting Date:</b> November 14, 2011
<b>Department:</b> City Manager	<b>Attachments:</b>	<b>Fund Source:</b> N/A <b>Activity Cost:</b> N/A <b>Amount Budgeted:</b> N/A <b>Unencumbered Budget Authority:</b> N/A
<b>Contact:</b> Mike Martin		
<b>Telephone:</b> (206) 248-5515		
<b>Adopted Initiative:</b> Yes      No      X	<b>Initiative Description:</b>	
<p><b>PURPOSE/REQUIRED ACTION:</b> The purpose of this agenda item is to ask council to direct staff to draft a letter to the Port of Seattle regarding disposition of the the so-called Lora Lake property in the North East Redevelopment Area (NERA). Staff is asking for a motion as set forth below.</p> <p><b>BACKGROUND (Include prior Council action &amp; discussion):</b> The City for many years has worked with the Port of Seattle to make properties in the NERA available for the purpose of an auto mall. Recently, City representatives appeared before the Port Commission to ask that it make the site formerly occupied by the Lora Lake apartments available to Toyota Motors as a replacement site for its current location on 1<sup>st</sup> Avenue South.</p> <p>Staff feels it would be timely for the council to direct that a letter be sent, under the Mayor's signature on behalf of the City Council, reiterating the city's interest in having the Port make that property available to Toyota. Staff proposes drafting such a letter and sending it, then including the letter in the next council packet (November 28<sup>th</sup>).</p> <p><b>OPTIONS (Including fiscal impacts):</b></p> <ol style="list-style-type: none"> <li>1. Direct staff to draft a letter for the Mayor's signature on behalf of the council.</li> <li>2. Do not direct staff to draft a letter for the Mayor's signature on behalf of the council.</li> </ol>		
<b>Administrative Recommendation</b> Direct staff to draft a letter for the Mayor's signature on behalf of the council.		
<b>Committee Recommendation:</b> N/A		
<b>Advisory Board Recommendation:</b> N/A		
<b>Suggested Motion:</b> I move that the council direct staff to draft a letter for the Mayor's signature on behalf of the City Council encouraging the Port of Seattle to make the property that was the former site of the Lora Lake apartments available to Toyota Motors Inc. for a car dealership.		
Submitted by: <b>Administration</b> _____ <b>City Manager</b> _____		
<b>Today's Date:</b> November 9, 2011	<b>File Code:</b>	



**CITY OF BURIEN  
AGENDA BILL**

<b>Agenda Subject:</b> Discussion of Proposed Resolution 324 Regarding Modifications to the Employee Benefit Package		<b>Meeting Date:</b> November 14, 2011
<b>Department:</b> City Manager	<b>Attachments:</b> 1. Resolution No. 324. 2. Memorandum dated October 25, 2011. 3. Detailed information regarding Medical Plan Recommendation.	<b>Fund Source:</b> General/Street/SWM <b>Activity Cost:</b> N/A <b>Amount Budgeted:</b> \$861,103 <b>Unencumbered Budget Authority:</b> N/A
<b>Contact:</b> Angie Chaufy, Human Resources Manager  Telephone: (206) 248-5504		
<b>Adopted Initiative:</b> Yes <input checked="" type="checkbox"/> No	<b>Initiative Description:</b> Sustainable Benefits	
<p><b>PURPOSE/REQUIRED ACTION:</b> The purpose of this agenda item is to discuss proposed Resolution 324 modifying the employee medical benefit package for all City employees, clarifying the employee's share of the medical premium, and establishing a high deductible health plan incentive.</p> <p><b>BACKGROUND (Include prior Council action &amp; discussion):</b> In August, 2011, an employee Ad Hoc Benefit Advisory Committee was formed for the purpose of recommending employee benefit plan changes that promote financial sustainability, aid recruitment efforts, and encourage employee retention. The Committee and the City Manager recommend the following changes to the employee benefit package, effective January 1, 2012:</p> <p><u>Medical Insurance</u></p> <ul style="list-style-type: none"> <li>• Maintain the current premium split - City pays 100% for employee coverage and 90% for spouse and dependent coverage. The city's share of the premium is pro-rated for eligible regular, part-time employees.</li> <li>• Offer the following medical plan options to employees: <ul style="list-style-type: none"> <li>➢ Regence Blue Shield HealthFirst 250 instead of HealthFirst</li> <li>➢ Group Health \$10 instead of Group Health \$5 (Existing plan terminates 12/31/11)</li> <li>➢ Regence High Deductible Health Plan (New)</li> <li>➢ Group Health High Deductible Health Plan (New)</li> </ul> </li> </ul> <p><u>Health Savings Account (HSA) Incentive</u> To encourage enrollment on a High Deductible Health Plan (HDHP) and realize additional savings for the City, provide HDHP enrollees with a \$125 per month (employee only) or \$250 per month (employee plus family) contribution to be invested in a deferred compensation fund or a health savings account. The employee will have discretion to select the investment tool. The HDHP incentive will be pro-rated for eligible part-time employees, based upon the employee's scheduled hours of work.</p> <p><u>Impact</u> Based upon the City's current number of employees, spouses, and dependents enrolled in our existing Regence medical plan, these changes will result in a minimum savings in 2012 of <u>\$69,093</u>, after the 2% WellCity discount is applied. Additional savings may be realized if employees choose to transfer to one of the high deductible health plans or switch to Group Health coverage.</p> <p>Following Council discussion, staff is requesting that the proposed resolution be placed on the consent agenda for November 28, 2011.</p> <p><b>OPTIONS (Including fiscal impacts):</b></p> <ol style="list-style-type: none"> <li>1. Consider approval of Resolution 324 and place on Consent Agenda for adoption on November 28, 2011. Adoption of the proposed resolution would result in a minimum savings of \$69,093 in 2012.</li> <li>2. Do not place Resolution 324 on the Consent Agenda for November 28, 2011.</li> </ol>		
<b>Administrative Recommendation:</b> Discuss proposed Resolution 324 and schedule for Consent Agenda adoption on November 28, 2011.		
<b>Committee Recommendation:</b> N/A		
<b>Advisory Board Recommendation:</b> N/A		
<b>Suggested Motion:</b> None required.		
Submitted by: Angie Chaufy, Human Resources Manager		
<b>Administration</b> _____		<b>City Manager</b> _____
<b>Today's Date:</b> November 7, 2011		<b>File Code:</b> \\File01\records\CC\Agenda Bill 2011\111411cm-2 Medical Benefits.docx



# CITY OF BURIEN, WASHINGTON

## RESOLUTION NO. 324

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### **A RESOLUTION OF THE CITY OF BURIEN, WASHINGTON, ADOPTING A MODIFIED BENEFIT PLAN FOR ALL CITY EMPLOYEES.**

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WHEREAS, the City of Burien wishes to provide a comprehensive benefit package that promotes financial sustainability, aids recruitment efforts, and encourages employee retention;

WHEREAS, on November 20, 2006, the City of Burien adopted Resolution No. 252 amending Section 1 of Resolution No. 226 which established the current benefit plan for all City employees;

WHEREAS, the City of Burien wishes to make changes to the current benefit plan.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF BURIEN, WASHINGTON, DOES RESOLVE AS FOLLOWS:

Section 1. Benefit Plan. Effective January 1, 2012, the City's benefit package for employees of the City shall be the Association of Washington Cities Employee Benefit Trust's Regence Blue Shield HealthFirst 250 Plan, Group Health \$10 Copay Plan, Washington Dental Service Plan E, Willamette Dental Plan \$10 Copay Plan, and Vision Service Plan \$10 Deductible Plan with second pair rider.

Section 2. Health Insurance Premium Responsibilities. The City will pay 100% of the dental and vision premium for the enrolled employee, spouse/domestic partner, and qualified dependents. For a regular, full-time employee, the City will pay 100% of the employee's medical premium and 90% of the medical premium for the spouse/domestic partner and qualified dependents. The City's share of the medical premium for an eligible regular, part-time employee and family will be pro-rated, based upon the employee's regular scheduled hours per week. The remainder of the premium shall be paid by the employee through payroll deduction.

Section 3. High Deductible Health Plan Incentive. For employees enrolled in a high deductible health plan, the City will contribute \$125 per month (employee only) or \$250 per month (employee plus family) to be invested in a deferred compensation fund or a health savings account. The employee will have discretion to select the investment tool annually during the open enrollment period. The incentive amount will be pro-rated for eligible regular, part-time employees, based upon the employee's regular scheduled hours per week.

Section 3. Effective Date. This resolution shall take effect immediately upon passage by the Burien City Council.

ADOPTED BY THE CITY COUNCIL OF THE CITY OF BURIEN, WASHINGTON, AT  
A REGULAR MEETING THEREOF THIS \_\_\_\_ DAY OF \_\_\_\_\_, 2011.

CITY OF BURIEN

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Joan McGilton, Mayor

ATTEST/AUTHENTICATED:

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Monica Lusk, City Clerk

Approved as to form:

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Craig Knutson, City Attorney

Filed with the City Clerk:  
Passed by the City Council:  
Resolution No. 324

## MEMORANDUM

**DATE:** October 25, 2011  
**TO:** Mike Martin, City Manager  
**FROM:** Angie Chaufy, Human Resources Manager  
**SUBJECT:** **Medical Plan and Health Savings Account Incentive Recommendations**

On behalf of the Ad Hoc Benefit Advisory Committee, I would like to present the following recommendations to you. The Committee has proposed an effective date of January 1, 2012 for both benefits.

### Medical Insurance

- Maintain the current premium split - City pays 100% for employee coverage and 90% for spouse and dependent coverage.
- Offer the following medical plan options to employees:
  - Regence Blue Shield HealthFirst 250 instead of HealthFirst
  - Group Health \$10 instead of Group Health \$5 (Existing Plan terminates 12/31/11)
  - Regence High Deductible Health Plan (New)
  - Group Health High Deductible Health Plan (New)

### Health Savings Account (HSA) Incentive

To encourage enrollment on a High Deductible Health Plan (HDHP) and realize additional savings for the City, provide HDHP enrollees access to an HSA with the following annual contribution coming from the City:

Coverage	City's Annual Contribution to Employee's HSA	Annual Savings to be Realized by City *
EE Only	\$1,500	\$1,240
EE + Sp	\$3,000	\$2,212
EE + Sp + 1	\$3,000	\$3,398
EE + Sp + 2	\$3,000	\$4,393
EE + 1	\$3,000	\$926
EE + 2	\$3,000	\$2,172

\* Formula: *City's share of HF 250 Premiums – City's share of HDHP Premiums – City's HSA Contribution*

The appropriate HSA contributions will be paid via monthly installments into participating employees' accounts. The employee can contribute additional money into the HSA, on a pre-tax basis, not to exceed the annual limit determined by the IRS.

### Impact

Based upon the City's current number of employees, spouses, and dependents enrolled in our existing Regence medical plan, these changes will result in a minimum annual savings of \$69,093, after the 2% WellCity discount is applied. Additional savings may be realized if employees choose to transfer to one of the high deductible health plans or switch to Group Health coverage.



## Detailed Information Regarding Medical Plan Recommendation

### Process

The committee:

- Studied public and private sector practices as they relate to medical plan design and employee premium share.
- Reviewed the employee questionnaire responses.
- Met with AWC Employee Benefit Supervisor Beverly Lakey to review the current HealthFirst Plan, the HealthFirst 250 Plan, the HealthFirst 500 Plan, the High Deductible Plan, and the Health Savings Account provisions.

### Reasoning

The committee studied six different options and their related financial impacts to the employee and to the City. Below is a summary of each option and their pros and cons. **After eliminating four of them, the committee focused heavily on Option 2 and Option 6. Finally, because of the third “Con” bullet of Option 6, the committee unanimously went with Option 2.** All costs below include the 2% Well City discount received by the City for 2012.

**Option 1:** Maintain current premium split, change to HealthFirst 500 Plan

Decision: The committee quickly decided the employee’s potential out of pocket costs were too drastic compared to what we are used to. Option was rejected.

**Option 2:** Maintain current premium split, change to HealthFirst 250.

Pros:

- Consistent with direction of employee survey.
- Same or reduced monthly premium rate for all employees. (“Employee Only”-covered employees remain at \$0 contribution to the medical plan.)
- Same physician network utilized.
- Preventive care is paid at 100%
- Prescriptions paid at same level as current plan.
- No copays required. (Our current plan has a \$10 copay.)
- If the allowed amount of an illness-related doctor visit is \$99 or less, the employee’s share will be less than the current copay amount (\$10).

Cons:

- Potential exposure to \$250 deductible. (Does not apply to preventive care and prescriptions.)
- Potential exposure to higher out of pocket maximum.

**Option 3:** Maintain current HealthFirst Plan – Employee pays 10% of full medical premium. *(Currently the employee pays 10% of spouse and dependents’ premiums only.)*

Pros:

- Employees experience no change to medical plan.
- Rich benefit plan offered to employees.

Cons:

- Not consistent with staff’s direction provided in the employee survey.

- Increase annual premium rate by \$741.48 per year for all employees. (10% of the employee premium).
- Compared to the HealthFirst 250 Plan, this is a guaranteed increase of \$741.48 versus a potential increase of \$250 (deductible) per person (maximum of \$750.00 per family).
- Since the employee already pays 10% of the premium for family members, the City will only realize the 10% of the employee premium. (\$45,490 in 2012).

**Option 4:** Maintain HealthFirst Plan – Employee pays 10% of Employee Premium and 20% of Dependent Premium

Pros:

- Employees experience no change to medical plan.
- Rich benefit plan offered to employees.
- Projected annual savings to City: \$85,014.

Cons:

- Not consistent with staff's direction provided in the employee survey.
- Substantial increase in employee's share of the monthly premium.
  - Employee Only coverage – Additional \$741.48/yr.
  - Employee + Spouse coverage: Additional \$2,234.52/year
  - Employee + Spouse + 1 child: Additional \$2,966.04/year
  - Employee + Spouse + 2 children: Additional \$3,571.20/year
  - Employee + 1 child: Additional \$1,473.00/year
  - Employee + 2 children: Additional \$2,078.16/year.
- All employees will pay more regardless of whether they use the plan or not.

**Option 5:** Maintain Health First Plan – Employee pays 20% of Full Medical Premium

Pros:

- Employees experience no change to medical plan.
- Rich benefit plan offered to employees.
- Projected annual savings to City: \$130,497

Cons:

- Not consistent with staff's direction provided in the employee survey.
- Very substantial increase in employee's share of the monthly premium.
  - Employee Only coverage – Additional \$1,482.84/yr.
  - Employee + Spouse coverage: Additional \$2,975.88/year
  - Employee + Spouse + 1 child: Additional \$3,707.40/year
  - Employee + Spouse + 2 children: Additional \$4,312.68/year
  - Employee + 1 child: Additional \$2,214.36/year
  - Employee + 2 children: Additional \$2,819.52/year.
- All employees will pay more regardless of whether they use the plan or not.

**Option 6:** Maintain HealthFirst Plan – Employee pays difference from HealthFirst 250 Plan

Pros:

- Employees experience no change to medical plan.
- Rich benefit plan offered to employees.
- Projected annual savings to City: \$69,093

Con:

- Increase for all employees in share of monthly medical premium.
- All employees will pay more regardless of whether they use the plan or not.

- Major Concern: The difference between the cost of HealthFirst and the HealthFirst 250 Plan will compound over time. See chart below:

*(KEY: EE = Employee; Sp = Spouse/Domestic Partner; 1 or 2 = number of children covered. Note: Figures in chart reflect 2% WellCity discount. Chart assumes a 10% annual rate increase. Employee would be responsible for the amount identified in the chart + 10% of the premium for any family members.)*

Year	EE Only	EE+SP	EE+SP+1	EE+SP+2 (or more)	EE+1	EE+2 (or more)
2012	634.44	1,268.16	1,575.60	1,836.60	941.88	1,202.88
2013	697.88	1,394.98	1,733.16	2,020.26	1,036.07	1,323.17
2014	767.67	1,534.47	1,906.48	2,222.29	1,139.67	1,455.48
2015	844.44	1,687.92	2,097.12	2,444.51	1,253.64	1,601.03
2016	928.88	1,856.71	2,306.84	2,688.97	1,379.01	1,761.14

### Group Health Plan Options

With the 1/1/12 elimination of the GH \$5 Plan, the Committee had a choice between selecting a GH \$10 Plan or a GH \$20 Plan. Both plans were similar in design, with 2 exceptions:

- Different copay amounts (\$10 versus \$20)
- Different deductible amounts (GH \$10 - \$0 deductible; GH \$20 - \$200 deductible)

The Committee chose GH \$10 plan as it most closely mirrored our current HealthFirst Plan. It will provide a viable option for employees who were not necessarily emotionally tied to their physicians. Further, the Committee asked Angie to set up a meeting with a Group Health representative to address frequently asked questions regarding Group Health (i.e. – How is my doctor selected? What about the commercials that say that I can keep my current doctor? How are major illnesses treated? Do I need a referral? How quick can I get an appointment? Etc.)



**CITY OF BURIEN  
AGENDA BILL**

<b>Agenda Subject:</b> Discussion regarding forming a working group for the Burien Shoreline Master Plan		<b>Meeting Date:</b> November 14, 2011
<b>Department:</b> Community Development	<b>Attachments:</b> None	<b>Fund Source:</b> N/A
<b>Contact:</b> David Johanson, Senior Planner		<b>Activity Cost:</b> N/A
<b>Telephone:</b> (206) 248-5522		<b>Amount Budgeted:</b> N/A <b>Unencumbered Budget Authority:</b> N/A
<b>Adopted Initiative:</b> Yes <input checked="" type="checkbox"/> No	<b>Initiative Description:</b> Shoreline Master Program	
<p><b>PURPOSE/REQUIRED ACTION:</b> The purpose of this agenda item is for Council to discuss and establish a working group to advise the Council on negotiations related to Burien’s Shoreline Master Program.</p> <p><b>BACKGROUND (Include prior Council action &amp; discussion):</b> On September 27, 2010, the City Council passed Resolution 317 approving Burien’s Shoreline Master Program. The SMP was then submitted to the Department of Ecology for review. Ecology held a public hearing on the SMP on December 8, 2010. Ecology approved the SMP with required and optional changes on April 22, 2011 (letter mailed to the City on April 27, 2011). On May 23, 2011, the City Council authorized the Mayor to submit an alternative proposal to Ecology, accepting all but 4 of the required changes and accepting most of the optional changes. Ecology has not formally responded to the Mayor’s letter.</p> <p>On October 24, 2011, Council was presented with a proposal from the Burien Marine Homeowners Association and Councilmember Shaw reported that Ecology would be willing to negotiate with the City on the 4 outstanding required changes. Council discussed the idea of forming a small working group to advise the Council on these negotiations. Councilmembers generally agreed that such group should have 5 members and include one representative from each of the following interests:</p> <ul style="list-style-type: none"> <li>• Burien Marine Homeowners Association</li> <li>• Lake Burien Shore Club--Don Warren, Lake Steward was mentioned as a possible member.</li> <li>• A Councilmember--Councilmembers Robison and Krakowiak offered to serve.</li> <li>• Environmental community--Barb Williams or another person associated with the Environmental Science Center was mentioned as a possible member.</li> <li>• An at-large member--Lee Moyer was mentioned as a possible member.</li> </ul> <p>The next step would be for Council to decide on the members of the working group and define expectations for the group.</p> <p><b>OPTIONS (Including fiscal impacts):</b> N/A</p>		
<b>Administrative Recommendation:</b> Discuss working group. Provide direction to staff as needed.		
<b>Committee Recommendation:</b> N/A		
<b>Advisory Board Recommendation:</b> N/A		
<b>Suggested Motion:</b> None required.		
Submitted by: David Johanson <b>Administration</b> _____		Mike Martin <b>City Manager</b> _____
<b>Today’s Date:</b> November 7, 2011		<b>File Code:</b> R:\CC\Agenda Bill 2011\111411cd-1 Shoreline Master Program.docx



**CITY OF BURIEN  
AGENDA BILL**

<b>Agenda Subject:</b> Discussion on Mid-biennial Budget Modification, including the 2012 Property Tax Levy		<b>Meeting Date:</b> November 14, 2011
<b>Department:</b> Finance Department	<b>Attachments:</b> 1. Draft Ordinance 557 2. Draft Ordinance 558 3. Presentation 4. Budget Memo 5. CIP Summary 6. Financial Policies	<b>Fund Source:</b> N/A <b>Activity Cost:</b> N/A <b>Amount Budgeted:</b> N/A <b>Unencumbered Budget Authority:</b> N/A
<b>Contact:</b> Kim Krause, Finance Director		
<b>Telephone:</b> (206) 439-3150		
<b>Adopted Work Plan Priority:</b> Yes No X	<b>Description:</b> N/A	
<b>PURPOSE/REQUIRED ACTION:</b> The purpose of this agenda item is to discuss the Biennial Budget Modification for 2012, including the 2012 Property Tax Levy.		
<b>BACKGROUND (Include prior Council action &amp; discussion):</b> On November 29, 2010 Council adopted the 2011-12 Biennial Budget (Ordinance #547). Council has not adopted any modifications to that budget.		
By law, the Council must review and make applicable adjustments to the biennial budget, between the eighth month and the end of the first year. The mid-biennium review only addresses items that need budgetary changes. Those adjustments are included in Ordinance 558.		
Pursuant to State law, the Council establishes the Property Tax Levy annually. By law, the annual amount of increase is limited to the lesser of 1% or inflation. This year's inflation rate was 2.755%; therefore, the City is limited to a 1% increase, which is approximately \$71,135. However, the City has received notification from the King County Assessor's Office that the preliminary assessed valuation is 9.23% lower than 2011. Due to this reduction, the City can only collect the statutory limit of \$1.60, which is approximately \$467,000 less than 2011. Ordinance 557 adopts the Property Tax Levy.		
There are two policy changes included in this budget amendment. In 2004, Council approved allocating 80% of the Property Tax revenues to the General Fund and 20% to the Capital Projects Reserve Fund. The amount allocated to the Capital Projects Reserve Fund grows by 1% annually. Due to the reduction in property taxes, staff recommends changing the allocation to 90% to the General Fund and 10% to the Capital Projects Reserve Fund. The amount allocated to the Capital Projects Reserve Fund will continue to grow by 1% annually. The second policy change relates to how Fund Balance is categorized at the end of each year. This change is required by Government Accounting Standards Board Statement Number 54 and is included in the attached financial policies.		
<b>Administrative Recommendation:</b> Hold discussion on proposed 2012 budget adjustments and 2012 property tax levy. Provide direction to staff and consider placing on the November 28 <sup>th</sup> agenda for adoption.		
<b>Committee Recommendation:</b> N/A		
<b>Advisory Board Recommendation:</b> N/A		
<b>Suggested Motion:</b> None required.		
<b>Submitted by:</b> Kim Krause, Finance Director		
<b>Administration</b> _____	<b>City Manager</b> _____	
<b>Today's Date:</b> November 8, 2011	<b>File Code:</b> \\File01\records\CC\Agenda Bill 2011\111411ad-2 Mid-biennial Budget Modification and Property Tax Levy.docx	



**CITY OF BURIEN, WASHINGTON**  
**ORDINANCE NO. 557**

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**A ORDINANCE OF THE CITY OF BURIEN, WASHINGTON, LEVYING THE GENERAL TAXES FOR THE CITY OF BURIEN IN KING COUNTY FOR THE FISCAL YEAR COMMENCING JANUARY 1, 2012, ON ALL PROPERTY BOTH REAL AND PERSONAL, IN SAID CITY WHICH IS SUBJECT TO TAXATION FOR THE PURPOSE OF PAYING SUFFICIENT REVENUE TO CARRY ON THE SEVERAL DEPARTMENTS OF SAID CITY FOR THE ENSUING YEAR AS REQUIRED BY LAW.**

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WHEREAS, the City Council of the City of Burien has met and considered its budget for the 2011 and 2012 calendar years; and,

WHEREAS, the City Council held a final public hearing on November 28, 2011, to consider revenue sources and expenditures for the second year of its 2011-2012 biennial budget; and,

WHEREAS, the City of Burien's actual levy amount from the previous year was \$7,113,467; and,

WHEREAS, the population of the City of Burien is more than 10,000; and,

THE CITY COUNCIL OF THE CITY OF BURIEN, WASHINGTON, DOES ORDAIN AS FOLLOWS:

Section 1. 2012 Levy Rate. There shall be and hereby is levied on all real, personal, and utility property in the City of Burien, in King County, current taxes for the year commencing January 2012, in the amount specified below:

Regular Tax Levy of \$7,113,467

The dollar amount of the increase over the actual levy amount from the previous year shall be \$0 which is a percentage increase of 0% from the previous year. This increase is exclusive of additional revenue resulting from new construction, improvements to property, newly constructed wind turbines, any increase in the value of state assessed property, any annexations that have occurred and refunds made.

The said taxes herein provided for are levied for the purpose of payment upon the general bonded indebtedness of the City of Burien, for the construction of capital facilities and for the maintenance of the departments of the municipal government of the City of Burien for the fiscal year beginning January 1, 2012.

Section 2. Notice to King County. This ordinance shall be certified to the proper County officials, as provided by law, and taxes herein levied shall be collected to pay to the Finance Director of the City of Burien at the time and in the manner provided by the laws of the State of Washington for the collection of taxes for noncharter code cities.

Section 3. Effective Date. This ordinance shall be in full force five days after publication of this ordinance or a summary thereof in the official newspaper of the City, as provided by law.

Section 4. Severability. Should any section, paragraph, sentence, clause or phrase of this Ordinance, or its application to any person or circumstance, be declared unconstitutional or otherwise invalid for any reason, or should any portion of this Ordinance be pre-empted by state or federal law or regulation, such decision or pre-emption shall not affect the validity of the remaining portions of this Ordinance or its application to other persons or circumstances.

**ADOPTED** BY THE CITY COUNCIL AT A REGULAR MEETING THEREOF ON THE 28<sup>th</sup> DAY OF NOVEMBER, 2011, AND SIGNED IN AUTHENTICATION OF ITS PASSAGE THIS 28<sup>th</sup> DAY OF NOVEMBER, 2011.

CITY OF BURIEN  
/s/ Joan McGilton, Mayor

ATTEST/AUTHENTICATED:  
/s/ Monica Lusk, City Clerk

Approved as to form:  
/s/ Craig Knutson, City Attorney

Filed with the City Clerk:  
Passed by the City Council:  
Ordinance No. 557  
Date of Publication:

# CITY OF BURIEN, WASHINGTON

## ORDINANCE NO. 558

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### **AN ORDINANCE OF THE CITY OF BURIEN, WASHINGTON, AMENDING THE 2011-2012 BIENNIAL BUDGET OF THE CITY OF BURIEN, WASHINGTON TO ADJUST REVENUES AND APPROPRIATE EXPENDITURES TO THE CITY FUNDS FOR 2011 AND 2012**

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WHEREAS, the City of Burien adopted the 2011-2012 Biennial Budget by Ordinance No. 547; and

WHEREAS, on August 1, 2011, the City of Burien adopted Ordinance No. 553 providing for the issuance of a long term general obligation bonds; and

WHEREAS, the City of Burien will receive additional revenue and incur additional debt service expense associated with these bonds.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF BURIEN, WASHINGTON, DO ORDAIN AS FOLLOWS:

Section 1. The 2011-2012 Adopted Budget for the City of Burien for the period January 1, 2011 through December 31, 2012 is hereby amended as shown in Exhibit A and B.

Section 2. Severability. Should any section, paragraph, sentence, clause or phrase of this Ordinance, or its application to any person or circumstance, be declared unconstitutional or otherwise invalid for any reason, or should any portion of this Ordinance be pre-empted by state or federal law or regulation, such decision or pre-emption shall not affect the validity of the remaining portions of this Ordinance or its application to other persons or circumstances.

Section 3. Effective Date. This ordinance shall be published in the official newspaper of the City, and shall take effect and be in full force five (5) days after the date of publication.

**ADOPTED** BY THE CITY COUNCIL AT A REGULAR MEETING THEREOF ON THE 28<sup>th</sup> DAY OF NOVEMBER, 2011, AND SIGNED IN AUTHENTICATION OF ITS PASSAGE THIS 28<sup>th</sup> DAY OF NOVEMBER, 2011.

CITY OF BURIEN

ATTEST/AUTHENTICATED:  
Monica Lusk, City Clerk

Approved as to form:  
Craig Knutson, City Attorney

Filed with the City Clerk:  
Passed by the City Council:  
Ordinance No. 558  
Date of Publication:



**Exhibit A**

The following exhibit illustrates the revised revenue and expenditure totals for all funds and brings current the totals for each fund previously reported in Ordinance No. 547:

<b>City of Burien</b>				
<b>2011-12 Revised Budget - All Funds</b>				
<b>Operating Funds - Resources</b>	<b>Beginning Fund Balance</b>	<b>Revenues</b>	<b>Transfers In</b>	<b>Total Resources</b>
General	\$ 3,418,177	\$ 41,050,599	\$ 314,000	\$ 44,782,776
Street	452,143	3,061,275	-	3,513,418
Surface Water Management	266,381	4,905,000	-	5,171,381
Public Works Reserve	408,620	1,285,000	-	1,693,620
Equipment Reserve	297,851	-	450,000	747,851
Art in Public Places	52,341	400	10,000	62,741
Capital Projects Reserve	790,882	1,872,441	-	2,663,323
Transportation Benefit District	-	577,700	-	577,700
Debt Service	13,686	566,328	4,405,700	4,985,714
LID Reserve	165,000	-	-	165,000
<b>Capital Project Funds - Resources</b>	<b>Beginning Fund Balance</b>	<b>Changes to Revenues</b>	<b>Transfers In</b>	<b>Total Resources</b>
Town Square Capital Projects	10,298	-	22,120	32,418
Parks and General Government Capital Projects	740,080	7,241,482	100,000	8,081,562
Transportation Capital Projects	3,607,015	15,736,887	1,503,855	20,847,757
Surface Water Management Capital Projects	680,308	-	1,600,000	2,280,308
<b>Total Resources</b>	<b>\$ 10,902,782</b>	<b>\$ 76,297,112</b>	<b>\$ 8,405,675</b>	<b>\$ 95,605,569</b>
<b>Operating Funds - Uses</b>	<b>Expenditures</b>	<b>Transfers Out</b>	<b>Ending Fund Balance</b>	<b>Total Uses</b>
General	\$ 41,081,873	\$ 545,000	\$ 3,155,903	\$ 44,782,776
Street	3,042,398	447,000	24,020	3,513,418
Surface Water Management	3,177,416	1,857,000	136,965	5,171,381
Public Works Reserve	-	1,612,000	81,620	1,693,620
Equipment Reserve	400,000	-	347,851	747,851
Art in Public Places	14,000	-	48,741	62,741
Capital Projects Reserve	-	1,953,120	710,203	2,663,323
Transportation Benefit District	-	577,700	-	577,700
Debt Service	4,905,768	-	79,946	4,985,714
LID Reserve	-	-	165,000	165,000
<b>Capital Project Funds - Uses</b>	<b>Expenditures</b>	<b>Transfers Out</b>	<b>Ending Fund Balance</b>	<b>Total Uses</b>
Town Square Capital Projects	32,418	-	-	32,418
Parks and General Government Capital Projects	7,840,290	10,000	231,272	8,081,562
Transportation Capital Projects	19,173,803	-	1,673,954	20,847,757
Surface Water Management Capital Projects	790,000	1,403,855	86,453	2,280,308
<b>Total Uses</b>	<b>\$ 80,457,966</b>	<b>\$ 8,405,675</b>	<b>\$ 6,741,928</b>	<b>\$ 95,605,569</b>

**Exhibit B**

The following illustrates the changes made in each fund, not the totals per fund.

<b>City of Burien</b>				
<b>Changes to the 2011-2012 Budget -- All Funds</b>				
<b>Operating Funds - Resources</b>	<b>Changes to Beginning Fund Balance</b>	<b>Changes to Revenues</b>	<b>Changes to Transfers In</b>	<b>Changes to Total Resources</b>
General	\$ 879,017	\$ (335,292)	\$ -	\$ 543,725
Street	(871,440)	(78,725)	-	(950,165)
Surface Water Management	97,858	32,000	-	129,858
Public Works Reserve	297,929	(250,000)	-	47,929
Equipment Reserve	22,112	-	(100,000)	(77,888)
Art in Public Places	(228)	-	-	(228)
Capital Projects Reserve	(385,622)	(553,338)	-	(938,960)
Transportation Benefit District	-	-	-	-
Debt Service	(53,434)	238,000	782,000	966,566
LID Reserve	-	-	-	-
<b>Capital Project Funds - Resources</b>	<b>Changes to Beginning Fund Balance</b>	<b>Changes to Revenues</b>	<b>Changes to Transfers In</b>	<b>Changes to Total Resources</b>
Town Square Capital Projects	10,298	-	22,120	32,418
Parks and General Government Capital Projects	(434,550)	325,482	100,000	(9,068)
Transportation Capital Projects	(1,872,638)	2,650,671	(187,145)	590,888
Surface Water Management Capital Projects	(1,167,466)	-	200,000	(967,466)
<b>Total Resources</b>	<b>\$ (3,478,164)</b>	<b>\$ 2,028,798</b>	<b>\$ 816,975</b>	<b>\$ (632,391)</b>
<b>Operating Funds - Uses</b>	<b>Changes to Expenditures</b>	<b>Changes to Transfers Out</b>	<b>Changes to Ending Fund Balance</b>	<b>Changes to Total Uses</b>
General	\$ 889,263	\$ -	\$ (345,538)	\$ 543,725
Street	(345,980)	(468,000)	(136,185)	(950,165)
Surface Water Management	(42,184)	200,000	(27,958)	129,858
Public Works Reserve	-	-	47,929	47,929
Equipment Reserve	-	-	(77,888)	(77,888)
Art In Public Places	-	-	(228)	(228)
Capital Projects Reserve	-	1,022,120	(1,961,080)	(938,960)
Transportation Benefit District	-	-	-	-
Debt Service	948,750	-	17,816	966,566
LID Reserve	-	-	-	-
<b>Capital Project Funds - Uses</b>	<b>Changes to Expenditures</b>	<b>Changes to Transfers Out</b>	<b>Changes to Ending Fund Balance</b>	<b>Changes to Total Uses</b>
Town Square Capital Projects	32,418	-	-	32,418
Parks and General Government Capital Projects	(117,710)	-	108,642	(9,068)
Transportation Capital Projects	(1,063,268)	-	1,654,156	590,888
Surface Water Management Capital Projects	(355,000)	62,855	(675,321)	(967,466)
<b>Total Uses</b>	<b>\$ (53,711)</b>	<b>\$ 816,975</b>	<b>\$ (1,395,655)</b>	<b>\$ (632,391)</b>

## Exhibit C

Ordinance No. 558 amends the 2011-2012 Adopted Budget in the following funds:

### **GENERAL FUND 001**

Beginning Fund Balance: An increase of \$879,017 was recognized when the books were closed for 2010.

Revenues: A net decrease of \$335,292. Due to a 9.23% decrease in the City's assessed valuation, property taxes are projected to be \$467,000 less than budgeted for 2012. This budget amendment reflects a policy change to allocate 90% of Property Taxes to the General Fund and 10% to the Capital Projects Reserve Fund. The net result is an \$86,000 increase in the General Fund. Other adjustments include an \$84,323 increase in Sales Taxes due to higher than anticipated Criminal Justice receipts. Utility Taxes have been adjusted downward by \$1,418,415. Of this amount, \$421,275 is Solid Waste Franchise Fees transferred to the Street Fund to maintain operations. The balance of \$997,140 is the result of less than anticipated receipts. As reported to Council earlier, the City is in the process of conducting a utility tax audit. Seattle City Light Intergovernmental revenues are also being audited, as those projections are \$300,000 less than anticipated in the adopted budget. Gambling Excise Tax reflects a \$50,000 increase and Permit revenue reflects a \$500,000 increase, primarily due to a couple of large construction projects and the new pet licensing program. Liquor Tax and Profits reflects an increase of \$180,000, primarily due to underestimating after annexation in 2010. Recreation Revenues have been increased by \$80,000 to reflect the current year activity. Revenues for the Red Light Camera Program, \$402,800 (after adjustments), are being transferred from the Street Fund to the General Fund as all of the ancillary expenses related to the program are recorded in the General Fund.

Expenditures: A net increase of \$889,263. This includes a reduction in employee salaries and benefits (\$211,287) and the King County Sheriff's Contract (\$200,000) for the 2010 reconciliation. Offsetting this decrease, the Red Light Camera expenditures have been adjusted and transferred from the Street Fund to the General Fund (\$428,800). There is a corresponding increase in revenues. Other expenditure adjustments include additional funds for litigation attorney fees (\$125,000); South Correctional Entity (SCORE) jail startup expenses (\$216,750); miscellaneous annexation costs (\$100,000); an increase in District Court costs due to the change made in the split of court revenues in 2010 and 2011 (\$356,000); and other miscellaneous services such as the newsletter, voter registration, utilities and miscellaneous professional services (\$74,000).

Ending Fund Balance: A decrease of \$345,538 reflects the net changes of the adjustments noted above.

### **STREET FUND 101**

Beginning Fund Balance: The beginning Fund Balance was \$871,440 lower than projected during the 2011-12 budget process.

Revenues: A net decrease of \$78,725. This decrease is attributed to moving the Red Light Camera revenue to the General Fund (\$500,000) because all of the ancillary expenses related to the program are recorded in the General Fund. In addition, \$421,275 in Solid Waste Franchise Fees were moved from the General Fund to the Street Fund to maintain operations.

Expenditures: A net decrease of \$345,980. This decrease is the result of reducing expenditures for salaries and benefits (\$45,980); moving the Red Light Camera program from the Street Fund to the General Fund (\$360,000); reducing non-county street maintenance (\$85,000); neighborhood traffic control/calming expenses (\$20,000); miscellaneous professional services (\$45,000) and janitorial services (\$24,000). These reductions are offset by increases in fuel and small tools/equipment (\$68,000); repairs and maintenance (\$60,000); operating rentals and leases (\$28,000); King County services (\$25,000); and capital equipment needed for the new crews (\$53,000).

Transfers Out: A decrease of \$468,000. This decrease is the result of eliminating the transfer to the Equipment Reserve Fund (\$100,000); eliminating the contribution to the Transportation CIP Fund (\$50,000); and eliminating the 2012 transfer to the Debt Service Fund (\$318,000).

Ending Fund Balance: A decrease of \$136,185 reflects the net changes of the adjustments noted above.

#### **SURFACE WATER MANAGEMENT FUND 104**

Beginning Fund Balance: An increase of \$97,858 was recognized when the books were closed for 2010.

Revenues: An increase of \$32,000. This is an inflationary increase for SWM Fees.

Expenditures: A decrease of \$42,184. This decrease is attributed to reducing expenditures for salaries and benefits (30,684), professional services (\$120,500) and janitorial services (\$24,000). These reductions are offset by increases in fuel (\$58,000) and King County services (\$75,000).

Transfers Out: An increase of \$200,000 to the Surface Water Management CIP Fund.

Ending Fund Balance: A decrease of \$27,958 reflects the net changes of the adjustments noted above.

#### **PUBLIC WORKS RESERVE FUND 106**

Beginning Fund Balance: An increase of \$297,929 was recognized when the books were closed for 2010.

Revenues: A decrease of \$250,000. This decrease is attributed to real estate excise tax revenue being lower than anticipated when the budget was prepared.

Transfers Out: A net increase of \$0. Although the net change is \$0, there are two adjustments included. The transfer to the Debt Service Fund was increased by \$300,000 to fund half of the 2012 debt service for 2010 overlay bond issue. This transfer is offset by eliminating the transfer to the Transportation CIP Fund (\$300,000).

Ending Fund Balance: An increase of \$47,929 reflects the net changes of the adjustments noted above.

#### **EQUIPMENT RESERVE FUND 107**

Beginning Fund Balance: An increase of \$22,112 was recognized when the books were closed for 2010.

Transfers In: A decrease of \$100,000 is due to the elimination of the Street Fund transfer.

Ending Fund Balance: A decrease of \$77,888 reflects the net changes of the adjustments noted above.

#### **CAPITAL PROJECTS RESERVE FUND 115**

Beginning Fund Balance: The Beginning Fund Balance was \$385,622 lower than anticipated when the 2011-12 Adopted Budget was prepared.

Revenue: A decrease of \$553,338 is due to a 9.23% decrease in assessed valuation. This budget amendment reflects a policy change to allocate 90% of Property Taxes to the General Fund and 10% to the Capital Projects Reserve Fund. The decrease of \$553,338 is the result of lowering the allocation to the Capital Projects Reserve Fund from 20% to 10%.

Transfers Out: An increase of \$1,022,120 is the result of transferring an additional \$800,000 to the Debt Service Fund to fund the debt service for the bonds issued in 2011; an additional \$22,120 to the Town Square CIP Fund for expenses to close out the project; an additional \$100,000 to the Parks and General Government CIP Fund for some additional office space in City Hall; and an additional \$100,000 to the Transportation CIP Fund for the Sylvester Road Bridge project.

Ending Fund Balance: A decrease of \$1,961,080 reflects the net changes of the adjustments noted above.

#### **ART IN PUBLIC PLACES FUND 113**

Beginning Fund Balance: A decrease of \$228 was recognized when the books were closed for 2010.

Ending Fund Balance: A decrease of \$228 reflects the net changes of the adjustment noted above.

## **DEBT SERVICE FUND 201**

Beginning Fund Balance: A decrease of \$53,434 was recognized when the books were closed for 2010.

Revenues: An increase of \$238,000 reflects the subsidy from the federal government for the interest expense on 2010 overlay bond issue (Build Across America Bond Program). In the original budget, the subsidy was netted against the debt service expenditures. There is a corresponding increase in the expenditure budget.

Transfers In: An increase of \$782,000. This is the net result of eliminating the transfer from the Street Fund (\$318,000); increasing the transfer from the Public Works Reserve Fund (\$300,000); and increasing the transfer from the Capital Projects Reserve Fund (\$800,000) to fund the debt service for the bonds issued in 2011 and cover the reduction in the beginning fund balance.

Expenditures: An increase of \$948,750 reflects the addition of the debt service for the 2011 bond issue (\$710,750) and an increase in the interest expense budget (\$238,000) for the amount subsidized by the federal government for the 2010 overlay bonds. This amount is offset by an increase in the revenue budget.

Ending Fund Balance: An increase of \$17,816 reflects the net changes of the adjustments noted above.

## **TOWN SQUARE CAPITAL PROJECT FUND 314**

Beginning Fund Balance: An increase of \$10,298 was recognized when the books were closed for 2010.

Transfers In: An increase of \$22,120 from the Capital Projects Reserve Fund for project closeout expenditures.

Expenditures: An increase of \$32,418 for costs incurred to close out the project.

## **PARKS & GENERAL GOVERNMENT CAPITAL PROJECT FUND 317**

Beginning Fund Balance: A decrease of \$434,550 was recognized when the books were closed for 2010.

Revenue: An increase of \$325,482 reflects the addition of CDBG funding for the Community Center Roof Replacement project (\$154,000) and additional funding from the Army Corps of Engineers and other grants for the Seahurst Park project (\$302,007). These increases are offset by the elimination of County grant funding for miscellaneous parks projects (\$120,000); a reduction in Parks Levy funding (\$10,000) and a slight reduction in CDBG funding for Puget Sound Park (\$525).

Transfers In: An increase of \$100,000 reflects a transfer from the Capital Projects Reserve Fund to add some additional office space in City Hall.

Expenditures: A decrease of \$117,710. This decrease reflects a reduction in costs for the Seahurst Park project (\$208,061) and a reduction in miscellaneous park facility restoration projects (\$170,000). These reductions are offset by the addition of the Burien Community Center Roof Replacement Project (\$160,351) and remodeling to add offices in City Hall (\$100,000).

Ending Fund Balance: An increase of \$108,642 reflects the net changes of the adjustments noted above.

## **TRANSPORTATION CAPITAL PROJECT FUND 318**

Beginning Fund Balance: The Beginning Fund Balance was \$1,872,638 lower than projected during the 2011-12 budget process.

Revenue: An increase of \$2,650,671. This increase is the result of recognizing the 2011 bond proceeds (\$6,864,953) to fund the 1<sup>st</sup> Avenue South Phase I Project and settlement costs. Funding for the 1<sup>st</sup> Avenue South Phase II project has been adjusted to reflect current construction estimates: increase in State TIB funding (\$702,700) and a decrease in utility conversion costs (\$3,343,589). Grant funding for the S/SW 136<sup>th</sup> Street Sidewalk Improvements (\$1,006,500) and 8<sup>th</sup> Avenue South Safe Routes to Schools (\$425,000) is not available and has been eliminated. Funding for the King County Intelligent Traffic System was adjusted downward by

\$324,465 to reflect the actual agreement with King County. Other miscellaneous grant revenues and impact fees were increased by \$182,572.

Transfers In: A decrease of \$187,145. Transfers from the Street Fund (\$50,000) and Public Works Reserve Fund (\$300,000) were eliminated. Those reductions were offset by the addition of a transfer from the Capital Projects Reserve Fund for the Sylvester Road Bridge project (\$100,000) and an increase in the transfer from the Surface Water Management Capital Project Fund for various projects (\$62,855).

Expenditures: A decrease of \$1,063,268. Included in this adjustment is reduced funding for 1<sup>st</sup> Avenue South Phase II (\$1,682,774) to reflect current construction estimates and reduced funding for Intelligent Traffic System to reflect the actual agreement with King County (\$296,220). Offsetting these reductions is the addition of two new projects approved by Council earlier in the year: 1<sup>st</sup> Avenue South Phase I completion (\$1,212,267) and the Sylvester Road Bridge (\$100,000). Funds have been added to the following project budgets: Hazel Valley Elementary Sidewalk (\$261,045), Street Overlay (\$2,277,913), Transportation Master Plan (\$25,000); Ambaum Pedestrian Safety (\$64,572) and NERA (\$500). Three projects have been reclassified as unfunded: 4<sup>th</sup> Avenue SW/SW 148<sup>th</sup> Street Intersection (\$1,252,071), 8<sup>th</sup> Avenue Safe Routes to Schools (\$625,000), and S/SW 136<sup>th</sup> Sidewalk Improvement Project (\$1,148,500).

Ending Fund Balance: An increase of \$1,654,156 reflects the net changes of the adjustments noted above.

### **SURFACE WATER MANAGEMENT CAPITAL PROJECT FUND 319**

Beginning Fund Balance: The Beginning Fund Balance was \$1,167,466 lower than projected during the 2011-12 budget process.

Transfers In: An increase of \$200,000 reflects additional funding from the Surface Water Management Fund.

Expenditures: A decrease of \$355,000 is attributed to the shifting of the 8<sup>th</sup> to 9<sup>th</sup> Avenue SW project to the Hazel Valley Sidewalk project (Transportation Capital Project Fund); the elimination of the 22<sup>nd</sup> Avenue Drainage Systems Improvement Projects (\$200,000); and a reduction in funding for Residential Drainage Improvements (\$170,000). These reductions are offset by an increase of \$15,000 for the Drainage Master Plan.

Transfers Out: An increase of \$62,855 to the Transportation Capital Project Fund.

Ending Fund Balance: A reduction of \$675,321 reflects the net changes of the adjustments noted above.

# Mid-Biennial Budget Review

Finance Department

November 14, 2011

# Mid-Biennial Review

- Required by Law to review the Biennial Budget during the last 4 months of the 1<sup>st</sup> year in the Biennium
- Ord. #547 adopted the 2-year appropriations
- Mid-Biennial review only includes items that need budgetary changes

# Decision Making

- Tonight
  - Open 1<sup>st</sup> Public Hearing – required by law
  - Review 2011-12 Existing Budget and Proposed Amendments
  - Discuss Decision Points for 2012
    - Policy Change to Reallocate 90% of Property Taxes to General Fund/10% to Capital Projects Reserve Fund
      - Policy adopted in 2004 allocated 80% of Property Taxes to General Fund and 20% to Capital Projects Reserve Fund
        - » Maintain 1% annual increase of amount allocated to Capital Projects Reserve Fund
    - Property Tax Levy
    - Capital Improvement Program Updates

# Next Meeting

- Open and Close 2<sup>nd</sup> Public Hearing
- Adopt 2012 Property Tax Levy
- Adopt 2011-12 Amended Biennial Budget
- Adopt 11/14/11 Financial Policy Revisions

# 2012 Property Tax Levy

- Due to a 9.23% projected decrease in assessed valuation, the City can only levy the statutory limit of \$1.60
- Draft Ordinance #557

# 2012 Budget Highlights

- Use 8% of General Fund Fund Balance over 2 year period (\$262,000)
- 2% Cost of Living adjustment eliminated – savings of \$110,000
- 2 General Fund positions eliminated – savings of \$187,000
- 1 new Maintenance Worker II position added in Public Works – \$68,000 (SWM Fund)
  - Reduced from 4 new positions in Adopted Budget

# 2011-12 GENERAL FUND REVENUE SUMMARY

	2011 Adopted Budget	2011 Budget Revisions	2011 Revised Budget	2012 Adopted Budget	2012 Budget Revisions	2012 Revised Budget
<b>General Fund Revenue</b>						
Property Tax	5,800,000	-	5,800,000	5,893,000	86,000	5,979,000
Sales Taxes	5,844,714	110,000	5,954,714	5,996,677	(25,677)	5,971,000
Business & Occupation Tax	548,910	-	548,910	563,182	-	563,182
Utility Taxes	3,520,535	(650,000)	2,870,535	3,714,164	(768,415)	2,945,749
Gambling Excise Tax	575,000	50,000	625,000	575,000	-	575,000
<b>Total Taxes</b>	<b>16,289,159</b>	<b>(490,000)</b>	<b>15,799,159</b>	<b>16,742,023</b>	<b>(708,092)</b>	<b>16,033,931</b>
Franchise Fees	565,326	-	565,326	580,024	-	580,024
Permits	451,248	300,000	751,248	463,167	200,000	663,167
<b>Total Licenses &amp; Permits</b>	<b>1,016,574</b>	<b>300,000</b>	<b>1,316,574</b>	<b>1,043,191</b>	<b>200,000</b>	<b>1,243,191</b>
Federal Grants	-	-	-	-	-	-
State Grants	50,000	-	50,000	50,000	-	50,000
State - Criminal Justice	255,000	-	255,000	262,000	-	262,000
DUI Programs	10,000	-	10,000	10,000	-	10,000
Liquor Tax and Profits	454,000	110,000	564,000	465,804	70,000	535,804
Intergovernmental Services	301,500	-	301,500	201,500	-	201,500
Intergovernmental - Seattle City Light	831,000	(150,000)	681,000	831,000	(150,000)	681,000
<b>Total Intergovernmental</b>	<b>1,901,500</b>	<b>(40,000)</b>	<b>1,861,500</b>	<b>1,820,304</b>	<b>(80,000)</b>	<b>1,740,304</b>
Planning & Building Fees	350,000	-	350,000	359,100	-	359,100
Parks & Recreation Charges	629,300	-	629,300	638,740	80,000	718,740
<b>Total Charges for Services</b>	<b>979,300</b>	<b>-</b>	<b>979,300</b>	<b>997,840</b>	<b>80,000</b>	<b>1,077,840</b>
Fines and Forfeitures	230,000	232,800	462,800	240,000	170,000	410,000
Miscellaneous	63,000	-	63,000	63,000	-	63,000
<b>Total Fines &amp; Miscellaneous</b>	<b>293,000</b>	<b>232,800</b>	<b>525,800</b>	<b>303,000</b>	<b>170,000</b>	<b>473,000</b>
<b>Total Revenues</b>	<b>20,479,533</b>	<b>2,800</b>	<b>20,482,333</b>	<b>20,906,358</b>	<b>(338,092)</b>	<b>20,568,266</b>
<b>Total Transfers In</b>	<b>155,000</b>	<b>-</b>	<b>155,000</b>	<b>159,000</b>	<b>-</b>	<b>159,000</b>
<b>Total Revenues &amp; Transfers</b>	<b>20,634,533</b>	<b>2,800</b>	<b>20,637,333</b>	<b>21,065,358</b>	<b>(338,092)</b>	<b>20,727,266</b>

# 2011-12 GENERAL FUND EXPENDITURE SUMMARY – BY DEPARTMENT

		2011 Adopted Budget	2011 Budget Revisions	2011 Revised Budget	2012 Adopted Budget	2012 Budget Revisions	2012 Revised Budget
<b>Expenditures by Department</b>							
	City Council	199,100	-	199,100	201,400	8,000	209,400
	City Manager	1,361,948	19,000	1,380,948	1,398,201	(48,940)	1,349,261
	Human Resources	166,695	-	166,695	172,966	(2,595)	170,371
	Finance & Administrative Services	2,652,405	591,800	3,244,205	2,410,024	503,030	2,913,054
	Legal	1,176,287	-	1,176,287	910,166	120,500	1,030,666
	Police	9,786,700	(200,000)	9,586,700	10,134,700	-	10,134,700
	Public Works	556,599	25,000	581,599	567,387	(54,065)	513,322
	Community Development	1,505,856	6,500	1,512,356	1,469,905	(65,415)	1,404,490
	Parks, Recreation & Cultural Services	2,768,821	10,000	2,778,821	2,753,450	(23,552)	2,729,898
	<b>Subtotal Department Expenditures</b>	<b>20,174,411</b>	<b>452,300</b>	<b>20,626,711</b>	<b>20,018,199</b>	<b>436,963</b>	<b>20,455,162</b>
	<b>Total Transfers Out</b>	<b>188,000</b>	<b>-</b>	<b>188,000</b>	<b>357,000</b>	<b>-</b>	<b>357,000</b>
	<b>Total Expenditures &amp; Transfers</b>	<b>20,362,411</b>	<b>452,300</b>	<b>20,814,711</b>	<b>20,375,199</b>	<b>436,963</b>	<b>20,812,162</b>

## 2011-12 GENERAL FUND EXPENDITURE SUMMARY – BY LINE ITEM

		2011 Adopted Budget	2011 Budget Revisions	2011 Revised Budget	2012 Adopted Budget	2012 Budget Revisions	2012 Revised Budget
<b>Expenditure</b>							
	Salaries	3,868,809	35,000	3,903,809	3,919,230	(195,425)	3,723,805
	Benefits	1,319,662	-	1,319,662	1,398,910	(50,862)	1,348,048
	<b>Total Salaries &amp; Benefits</b>	<b>5,188,471</b>	<b>35,000</b>	<b>5,223,471</b>	<b>5,318,140</b>	<b>(246,287)</b>	<b>5,071,853</b>
	<b>Total Supplies</b>	<b>167,315</b>	<b>-</b>	<b>167,315</b>	<b>167,890</b>	<b>-</b>	<b>167,890</b>
	Professional Contract Services	3,060,465	508,300	3,568,765	2,582,965	436,500	3,019,465
	Communications	106,339	-	106,339	107,364	-	107,364
	Travel/Meals/Mileage	38,700	-	38,700	38,900	-	38,900
	Advertising	23,000	-	23,000	23,500	-	23,500
	Operating Rents & Leases	63,450	-	63,450	63,450	-	63,450
	Insurance	182,537	-	182,537	190,000	-	190,000
	Utility Services	206,000	-	206,000	206,000	15,000	221,000
	Repairs & Maintenance	62,200	-	62,200	62,200	-	62,200
	Dues & Memberships	117,110	-	117,110	119,110	8,000	127,110
	Printing & Binding	78,016	-	78,016	78,091	-	78,091
	Registration & Training	51,100	-	51,100	51,100	-	51,100
	Subscriptions & Publications	38,507	-	38,507	39,107	-	39,107
	Other Miscellaneous	61,082	-	61,082	63,182	-	63,182
	<b>Total Other Services &amp; Charges</b>	<b>4,088,506</b>	<b>508,300</b>	<b>4,596,806</b>	<b>3,624,969</b>	<b>459,500</b>	<b>4,084,469</b>
	<b>Total Intergovernmental Services</b>	<b>10,657,500</b>	<b>(91,000)</b>	<b>10,566,500</b>	<b>10,892,700</b>	<b>223,750</b>	<b>11,116,450</b>
	<b>Total Capital Outlay</b>	<b>72,619</b>	<b>-</b>	<b>72,619</b>	<b>14,500</b>	<b>-</b>	<b>14,500</b>
	<b>Total Expenditures</b>	<b>20,174,411</b>	<b>452,300</b>	<b>20,626,711</b>	<b>20,018,199</b>	<b>436,963</b>	<b>20,455,162</b>
	<b>Total Transfers Out</b>	<b>188,000</b>	<b>-</b>	<b>188,000</b>	<b>357,000</b>	<b>-</b>	<b>357,000</b>
	<b>Total Expenditures &amp; Transfers</b>	<b>20,362,411</b>	<b>452,300</b>	<b>20,814,711</b>	<b>20,375,199</b>	<b>436,963</b>	<b>20,812,162</b>

# 2011-12 OPERATING FUNDS REVENUE SUMMARY

<b>OTHER OPERATING FUND REVENUES</b>	<b>2011 Adopted Budget</b>	<b>2011 Budget Revisions</b>	<b>2011 Revised Budget</b>	<b>2012 Adopted Budget</b>	<b>2012 Budget Revisions</b>	<b>2012 Revised Budget</b>
<b>Street Fund</b>						
Motor Vehicle Fuel Tax	\$ 1,000,000	\$ -	\$ 1,000,000	\$ 1,075,000	\$ -	\$ 1,075,000
Business Licenses	275,000	-	275,000	290,000	-	290,000
Red Light Enforcement	250,000	(250,000)	-	250,000	(250,000)	-
Franchise Taxes	-	205,000	205,000	-	216,275	216,275
<b>Total Street Fund</b>	<b>\$ 1,525,000</b>	<b>\$ (45,000)</b>	<b>\$ 1,480,000</b>	<b>\$ 1,615,000</b>	<b>\$ (33,725)</b>	<b>\$ 1,581,275</b>
<b>Surface Water Management Fund</b>						
SWM Drainage Fees	\$ 2,415,000	\$ -	\$ 2,415,000	\$ 2,450,000	\$ 32,000	\$ 2,482,000
Miscellaneous	4,000	-	4,000	4,000	-	4,000
<b>Total SWM Fund</b>	<b>\$ 2,419,000</b>	<b>\$ -</b>	<b>\$ 2,419,000</b>	<b>\$ 2,454,000</b>	<b>\$ 32,000</b>	<b>\$ 2,486,000</b>
<b>Public Works Reserve Fund</b>						
Real Estate Excise Tax	\$ 700,000	\$ (100,000)	\$ 600,000	\$ 800,000	\$ (150,000)	\$ 650,000
Other Revenues	17,000	-	17,000	18,000	-	18,000
<b>Total PWR Fund</b>	<b>\$ 717,000</b>	<b>\$ (100,000)</b>	<b>\$ 617,000</b>	<b>\$ 818,000</b>	<b>\$ (150,000)</b>	<b>\$ 668,000</b>
<b>Equipment Reserve Fund</b>						
Transfers In	\$ 270,000	\$ (50,000)	\$ 220,000	\$ 280,000	\$ (50,000)	\$ 230,000
<b>Total ERR Fund</b>	<b>\$ 270,000</b>	<b>\$ (50,000)</b>	<b>\$ 220,000</b>	<b>\$ 280,000</b>	<b>\$ (50,000)</b>	<b>\$ 230,000</b>
<b>Art in Public Places Fund</b>						
Other Revenues	\$ 200	\$ -	\$ 200	\$ 200	\$ -	\$ 200
Transfers In	5,000	-	5,000	5,000	-	5,000
<b>Total APP Fund</b>	<b>\$ 5,200</b>	<b>\$ -</b>	<b>\$ 5,200</b>	<b>\$ 5,200</b>	<b>\$ -</b>	<b>\$ 5,200</b>
<b>Capital Projects Reserve</b>						
Property Taxes	\$ 1,205,661	\$ -	\$ 1,205,661	\$ 1,217,718	\$ (553,338)	\$ 664,380
Other Revenues	1,200	-	1,200	1,200	-	1,200
<b>Total CPR Fund</b>	<b>\$ 1,206,861</b>	<b>\$ -</b>	<b>\$ 1,206,861</b>	<b>\$ 1,218,918</b>	<b>\$ (553,338)</b>	<b>\$ 665,580</b>
<b>Transportation Benefit District Fund</b>						
Property Taxes	\$ 275,000	\$ -	\$ 275,000	\$ 300,000	\$ -	\$ 300,000
Other Revenues	1,200	-	1,200	1,500	-	1,500
<b>Total TBD Fund</b>	<b>\$ 276,200</b>	<b>\$ -</b>	<b>\$ 276,200</b>	<b>\$ 301,500</b>	<b>\$ -</b>	<b>\$ 301,500</b>
<b>Debt Service Fund</b>						
Other Revenues	\$ 164,164	\$ 119,000	\$ 283,164	\$ 164,164	\$ 119,000	\$ 283,164
Transfers In	1,694,200	300,000	1,994,200	1,929,500	482,000	2,411,500
<b>Total Debt Service Fund</b>	<b>\$ 1,858,364</b>	<b>\$ 419,000</b>	<b>\$ 2,277,364</b>	<b>\$ 2,093,664</b>	<b>\$ 601,000</b>	<b>\$ 2,694,664</b>

# 2011-12 OPERATING FUNDS EXPENDITURE SUMMARY

<b>OTHER OPERATING FUND EXPENDITURES</b>	<b>2011 Adopted Budget</b>	<b>2011 Budget Revisions</b>	<b>2011 Revised Budget</b>	<b>2012 Adopted Budget</b>	<b>2012 Budget Revisions</b>	<b>2012 Revised Budget</b>
<b>Street Fund</b>						
Public Works	\$ 1,702,467	\$ (193,000)	\$ 1,509,467	\$ 1,685,911	\$ (152,980)	\$ 1,532,931
Transfers Out	467,500	(100,000)	367,500	447,500	(368,000)	79,500
<b>Total Street Fund</b>	<b>\$ 2,169,967</b>	<b>\$ (293,000)</b>	<b>\$ 1,876,967</b>	<b>\$ 2,133,411</b>	<b>\$ (520,980)</b>	<b>\$ 1,612,431</b>
<b>Surface Water Management Fund</b>						
Public Works	\$ 1,565,431	\$ (49,500)	\$ 1,515,931	\$ 1,654,169	\$ 7,316	\$ 1,661,485
Transfers Out	827,500	200,000	1,027,500	829,500	-	829,500
<b>Total SWM Fund</b>	<b>\$ 2,392,931</b>	<b>\$ 150,500</b>	<b>\$ 2,543,431</b>	<b>\$ 2,483,669</b>	<b>\$ 7,316</b>	<b>\$ 2,490,985</b>
<b>Public Works Reserve Fund</b>						
Transfers Out	\$ 809,000	\$ 100,000	\$ 909,000	\$ 803,000	\$ (100,000)	\$ 703,000
<b>Total PWR Fund</b>	<b>\$ 809,000</b>	<b>\$ 100,000</b>	<b>\$ 909,000</b>	<b>\$ 803,000</b>	<b>\$ (100,000)</b>	<b>\$ 703,000</b>
<b>Equipment Reserve Fund</b>						
Finance Department	\$ 200,000	\$ -	\$ 200,000	\$ 200,000	\$ -	\$ 200,000
<b>Total ERR Fund</b>	<b>\$ 200,000</b>	<b>\$ -</b>	<b>\$ 200,000</b>	<b>\$ 200,000</b>	<b>\$ -</b>	<b>\$ 200,000</b>
<b>Art in Public Places Fund</b>						
Parks Department	\$ 6,000	\$ -	\$ 6,000	\$ 8,000	\$ -	\$ 8,000
<b>Total APP Fund</b>	<b>\$ 6,000</b>	<b>\$ -</b>	<b>\$ 6,000</b>	<b>\$ 8,000</b>	<b>\$ -</b>	<b>\$ 8,000</b>
<b>Capital Projects Reserve</b>						
Transfers Out	\$ 451,000	\$ 272,120	\$ 723,120	\$ 480,000	\$ 750,000	\$ 1,230,000
<b>Total CPR Fund</b>	<b>\$ 451,000</b>	<b>\$ 272,120</b>	<b>\$ 723,120</b>	<b>\$ 480,000</b>	<b>\$ 750,000</b>	<b>\$ 1,230,000</b>
<b>Transportation Benefit District Fund</b>						
Transfers Out	\$ 276,200	\$ -	\$ 276,200	\$ 301,500	\$ -	\$ 301,500
<b>Total TBD Fund</b>	<b>\$ 276,200</b>	<b>\$ -</b>	<b>\$ 276,200</b>	<b>\$ 301,500</b>	<b>\$ -</b>	<b>\$ 301,500</b>
<b>Debt Service Fund</b>						
Finance Department	\$ 1,919,922	\$ 280,500	\$ 2,200,422	\$ 2,037,096	\$ 668,250	\$ 2,705,346
<b>Total Debt Service Fund</b>	<b>\$ 1,919,922</b>	<b>\$ 280,500</b>	<b>\$ 2,200,422</b>	<b>\$ 2,037,096</b>	<b>\$ 668,250</b>	<b>\$ 2,705,346</b>

# 2011-12 General Fund Revenue Amendments

Description	Amendment
Revise Property Tax split to 90% General Fund and 10% Capital Projects Reserve Fund	\$86,000
Increase Sales Tax Revenues to reflect current year activity	\$84,323
Decrease Utility Tax Revenues to reflect actual results	(\$997,140)
Transfer Solid Waste Franchise Fees to Street Fund	(\$421,275)
Increase Gambling Taxes to reflect current year activity	\$50,000
Increase Permit revenue to reflect current year activity	\$500,000
Increase Liquor Tax and Profits to reflect current year activity	\$180,000
Decrease Seattle City Light revenues to reflect actual results	(\$300,000)
Increase Park & Recreation charges to reflect current year activity	\$80,000
Transfer Red Light Camera Fines from Street Fund	\$402,800
<b>Total General Fund Revenue Adjustments</b>	<b>(\$335,292)</b>

# 2011-12 General Fund Expenditure Amendments

Description	Amendment
Reduce Salaries and Benefits	(\$211,287)
Increase Red Light Camera Professional Services	\$428,800
Increase SCORE Jail Startup Expenses	\$216,750
Increase District Court Costs	\$356,000
Increase Litigation Attorney Fees	\$125,000
Add Miscellaneous Expenses for Annexation	\$100,000
Increase Miscellaneous Services (voter registration, newsletter, utilities, memberships)	\$74,000
Decrease King County Sheriff's Contract	(\$200,000)
<b>Total General Fund Expenditure Adjustments</b>	<b>\$889,263</b>

# Other Funds Changes

Fund	Description	Impact on Resources	Impact on Uses
Street Fund	Red Light Camera	(\$500,000)	(\$360,000)
Street Fund	Transfer Solid Waste Franchise Fees from General Fund	\$421,275	-
Street Fund	Decrease in Salaries and Benefits		(\$45,980)
Street Fund	Increase Services and Supplies		\$60,000
Street Fund	Decrease Transfers Out		(\$468,000)
<b>Street Fund</b>	<b>Total Adjustments</b>	<b>(\$78,725)</b>	<b>(\$813,980)</b>
SWM Fund	Inflationary Adjustment for SWM Fees	\$32,000	
SWM Fund	Decrease in Salaries and Benefits		(\$30,684)
SWM Fund	Decrease Services and Supplies		(\$11,500)
SWM Fund	Increase Transfers Out		\$200,000
<b>SWM Fund</b>	<b>Total Adjustments</b>	<b>\$32,000</b>	<b>\$157,816</b>

# Other Funds Changes

Fund	Description	Impact on Resources	Impact on Uses
Public Works Reserve	Decrease Real Estate Excise Tax Revenues	(\$250,000)	
Equipment Reserve Fund	Reduce Transfers In	(\$100,000)	-
Capital Projects Reserve Fund	Reduce Property Tax Revenues due to revision of split with General Fund	(\$553,338)	
Capital Projects Reserve Fund	Increase Transfers Out		\$1,022,120
Debt Service Fund	Add Federal Government Subsidy for Interest Expense (2010 Overlay Bonds)	\$238,000	
Debt Service Fund	Increase Transfers In to Fund New Debt Service	\$782,000	
Debt Service Fund	Increase Debt Service Expense for Interest Expense Subsidized by Federal Government and 2011 Bond Issue		\$948,750

# CIP UPDATES

- New Projects:
  - Town Square - \$32,418 to close out project
  - Burien Community Center Roof Replacement - \$160,351, primarily CDBG funding
  - City Hall Remodeling to add Office Space - \$100,000
  - Completion of 1<sup>st</sup> Avenue South Phase I - \$1,212,267
  - Contingency Funds for Sylvester Road Bridge - \$100,000
- Seahurst Park and 1<sup>st</sup> Avenue South Phase II – Revised Funding to reflect current construction estimates
- Projects Moved to Unfunded:
  - 4<sup>th</sup> Avenue SW/SW 148<sup>th</sup> Street Intersection - \$1,252,071
  - 8<sup>th</sup> Avenue Safe Routes to Schools Project - \$625,000
  - S/SW 136<sup>th</sup> Street Sidewalk Improvements - \$1,148,500

# Conclusion

- Next meeting November 28, 2011
  - 2<sup>nd</sup> Public Hearing
  - Adopt 2012 Property Tax Levy
  - Adopt 2011-12 Amended Biennial Budget
- Questions?



## ***City of Burien 2011-2012 Mid-Biennial Budget Update***

November 14, 2011

Honorable Mayor, Members of the City Council, and Residents of Burien:

This brief memo is designed to provide a high-level summary of some of the changes incorporated into the 2011-12 Mid-Biennium Budget Review and Update.

The preliminary assessed valuation for 2012 shows a 9.23% decrease. This has a significant impact on General Fund revenues as the City cannot maintain this revenue source and stay under the \$1.60 statutory limit for property taxes. Our 2012 property taxes will be about \$467,000 less than 2011. To maintain our services, we are recommending a policy change in the property tax allocation. In 2004, Council approved allocating 80% of the property taxes to the General Fund and 20% to the Capital Projects Reserve Fund. This budget amendment reduces the allocation to the Capital Projects Reserve Fund to 10%, while maintaining the existing policy of increasing those funds by 1% annually.

We have made significant reductions in our estimates for Utility Taxes as they did not grow as expected. As previously reported to Council, we have contracted with a consultant to audit those revenues. That audit is still in the early stages.

The original 2011-12 Adopted Budget included a 2% COLA for employees as a placeholder. We are not moving forward with any COLA for 2012, resulting in a savings of approximately \$110,000. Two positions have been eliminated for a savings of \$187,000. We are adding one maintenance person in Public Works, which is less than the four positions approved in the Adopted Budget. In addition, we are recommending a change to our health insurance benefits that will save an additional \$69,000. This reduction is not reflected in the proposed amendments, as it has not been presented for Council approval.

Overall, our General Fund is healthy. Although this budget proposes using \$262,000 of fund balance (approximately 8%) over the two-year biennium, the ending fund balance is in excess of \$3 million, well above our minimum balance of 10 percent.

As you know, the Governor's budget proposal could also have significant impacts on our revenue sources. We will address that issue if the legislature shows support for those proposals.

The details of the existing budget and proposed changes are included in the attached documents.

Sincerely,

Mike Martin  
City Manager



**2012 - 2017 Capital Improvement Program**

**TOWN SQUARE**

**Total Project Expenditures**

	Total Project Cost	Prior Years	2011	2012	2013	2014	2015	2016	2017	Future	2012-2017 Six-Year CIP
Town Square Open Space	32,418	-	32,418	-	-	-	-	-	-	-	-
<b>Total Projects</b>	<b>\$ 32,418</b>	<b>\$ -</b>	<b>\$ 32,418</b>	<b>\$ -</b>							

**Total Project Funding**

	Total Project Cost	Prior Years	2011	2012	2013	2014	2015	2016	2017	Future	2012-2017 Six-Year CIP
Town Square CIP	10,298	10,298	-	-	-	-	-	-	-	-	-
Capital Projects Reserve	22,120	-	22,120	-	-	-	-	-	-	-	-
<b>Total Project Funding Sources</b>	<b>\$ 32,418</b>	<b>\$ 10,298</b>	<b>\$ 22,120</b>	<b>\$ -</b>							

**2012 - 2017 Capital Improvement Program**

**PARKS & GENERAL GOVERNMENT**

**Total Project Expenditures**

	Total Project Cost	Prior Years	2011	2012	2013	2014	2015	2016	2017	2012-2017 Six-Year CIP
Burien Comm. Center - Roof Replacement	\$ 1,685,009	\$ 1,524,658	\$ 6,351	\$ 154,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 154,000
City Facilities Upgrade	100,000	-	100,000	-	-	-	-	-	-	-
Parks, Recreation, Open Space (PROS) Plan	75,000	-	75,000	-	-	-	-	-	-	-
Parks Facilities	726,448	-	-	150,000	120,000	456,448	-	-	-	726,448
Puget Sound Park Improvements	150,000	-	-	150,000	-	-	-	-	-	150,000
Seahurst Park - North Shoreline*	9,977,527	872,588	1,612,957	5,491,982	2,000,000	-	-	-	-	7,491,982
Strategic Information Systems	359,560	9,560	-	100,000	50,000	50,000	50,000	50,000	50,000	350,000
<b>Total Projects - Funded</b>	<b>\$ 11,073,544</b>	<b>\$ 2,406,806</b>	<b>\$ 1,794,308</b>	<b>\$ 6,045,982</b>	<b>\$ 170,000</b>	<b>\$ 506,448</b>	<b>\$ 50,000</b>	<b>\$ 50,000</b>	<b>\$ 50,000</b>	<b>\$ 6,872,430</b>
<i>Total Projects - Unfunded*</i>	<i>\$ 2,000,000</i>	<i>\$ -</i>	<i>\$ -</i>	<i>\$ -</i>	<i>\$ 2,000,000</i>	<i>\$ -</i>	<i>\$ -</i>	<i>\$ -</i>	<i>\$ -</i>	<i>\$ 2,000,000</i>

**Total Project Funding**

	Total Project Cost	Prior Years	2011	2012	2013	2014	2015	2016	2017	2012-2017 Six-Year CIP
Parks CIP Fund Balance	\$ 1,519,601	\$ 577,144	\$ 75,000	\$ 557,457	\$ 110,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 867,457
Capital Projects Reserve	100,000	-	100,000	-	-	-	-	-	-	-
King County Parks Levy	456,448	176,448	70,000	70,000	70,000	70,000	-	-	-	210,000
Banked Property Tax	1,000,000	1,000,000	-	-	-	-	-	-	-	-
<b>Subtotal Local Funds</b>	<b>\$ 3,076,049</b>	<b>\$ 1,753,592</b>	<b>\$ 245,000</b>	<b>\$ 627,457</b>	<b>\$ 180,000</b>	<b>\$ 120,000</b>	<b>\$ 50,000</b>	<b>\$ 50,000</b>	<b>\$ 50,000</b>	<b>\$ 1,077,457</b>
Grant	7,724,020	836,013	1,612,957	5,215,050	60,000	-	-	-	-	5,275,050
CDBG	273,475	-	-	273,475	-	-	-	-	-	273,475
<i>Unfunded</i>	<i>2,000,000</i>	<i>-</i>	<i>-</i>	<i>-</i>	<i>2,000,000</i>	<i>-</i>	<i>-</i>	<i>-</i>	<i>-</i>	<i>2,000,000</i>
<b>TOTAL ALL PROJECTS (less unfunded)</b>	<b>\$ 11,073,544</b>	<b>\$ 2,589,605</b>	<b>\$ 1,857,957</b>	<b>\$ 6,115,982</b>	<b>\$ 240,000</b>	<b>\$ 120,000</b>	<b>\$ 50,000</b>	<b>\$ 50,000</b>	<b>\$ 50,000</b>	<b>\$ 6,625,982</b>

**2012 - 2017 Capital Improvement Program  
TRANSPORTATION  
Total Project Expenditures**

	Total Project Cost	Prior Years	2011	2012	2013	2014	2015	2016	2017	2012-2017 Six-Year CIP
1st Ave S., Phase 1 (SW 146th St. to SW 163rd Place)*	\$ 31,091,374	\$ 29,879,107	\$ 1,212,267	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
1st Ave S., Phase 2 (SW 140th St. to SW146th St.)	9,202,295	1,385,069	7,817,226	-	-	-	-	-	-	-
4th Ave SW/SW 148th St. Intersection-Funded	388,038	10,038	-	-	378,000	-	-	-	-	378,000
4th Ave SW/SW 148th St. Intersection-Unfunded*	911,962	-	-	-	911,962	-	-	-	-	911,962
16th Ave SW Intelligent Traffic System Project	204,000	220	203,780	-	-	-	-	-	-	-
Ambaum Blvd SW Pedestrian Safety	91,000	26,428	64,572	-	-	-	-	-	-	-
Citywide Traffic Intersections	300,000	-	-	-	300,000	-	-	-	-	300,000
Hazel Valley Safe Sidewalk Improvements	1,006,500	8,955	115,000	882,545	-	-	-	-	-	882,545
NERA Transportation Improvements*	13,000,867	367	500	-	-	-	-	-	13,000,000	13,000,000
S. 136th St. Sidewalk Improvements*	1,300,000	91,847	-	-	1,208,153	-	-	-	-	1,208,153
SR 518/Des Moines Memorial Dr. Interchange*	15,000,000	-	-	-	-	-	-	15,000,000	-	15,000,000
Street Overlay Program	12,712,000	1,709,087	8,570,913	32,000	-	600,000	600,000	600,000	600,000	2,432,000
Sylvester Bridge Replacement	100,000	-	100,000	-	-	-	-	-	-	-
Transportation Master Plan	175,000	-	175,000	-	-	-	-	-	-	-
<b>Total Projects - Funded</b>	<b>\$ 55,362,921</b>	<b>\$ 33,111,118</b>	<b>\$ 18,259,258</b>	<b>\$ 914,545</b>	<b>\$ 678,000</b>	<b>\$ 600,000</b>	<b>\$ 600,000</b>	<b>\$ 600,000</b>	<b>\$ 600,000</b>	<b>3,992,545</b>
<b>Total Projects - Unfunded*</b>	<b>\$ 30,120,115</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 2,120,115</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 15,000,000</b>	<b>\$ 13,000,000</b>	<b>30,120,115</b>

**Total Project Funding**

	Total Project Cost	Prior Years	2011	2012	2013	2014	2015	2016	2017	2012-2017 Six-Year CIP
Transportation CIP	\$ 9,711,103	\$ 6,390,358	\$ 888,745	\$ 32,000	\$ -	\$ 600,000	\$ 600,000	\$ 600,000	\$ 600,000	\$ 2,432,000
Capital Projects Reserve	100,000	-	100,000	-	-	-	-	-	-	-
Impact/Mitigation Fees	503,000	125,000	378,000	-	-	-	-	-	-	-
Private/Utilities	12,386,722	10,030,311	2,356,411	-	-	-	-	-	-	-
Grants/CDBG	10,867,558	3,730,035	6,434,878	402,645	300,000	-	-	-	-	702,645
Bonds - Street Overlay & 1st Ave S	15,464,953	8,600,000	6,864,953	-	-	-	-	-	-	-
PWTF Loan and Interest	2,000,000	2,000,000	-	-	-	-	-	-	-	-
SWM CIP	4,329,585	2,925,730	1,000,000	403,855	-	-	-	-	-	403,855
Unfunded	30,120,115	-	-	-	2,120,115	-	-	15,000,000	13,000,000	30,120,115
<b>Total Project Funding Sources less unfunded</b>	<b>\$ 55,362,921</b>	<b>\$ 33,801,434</b>	<b>\$ 18,022,987</b>	<b>\$ 838,500</b>	<b>\$ 300,000</b>	<b>\$ 600,000</b>	<b>\$ 600,000</b>	<b>\$ 600,000</b>	<b>\$ 600,000</b>	<b>\$ 3,538,500</b>

**2012 - 2017 Capital Improvement Program  
SURFACE WATER MANAGEMENT**

**Total Project Expenditures**

	Total Project Cost	Prior Years	2011	2012	2013	2014	2015	2016	2017	2012-2017 Six-year CIP
SW 158th St @ 4th SW Culvert/Headwall Repair	\$ 120,000	\$ -	\$ -	\$ 120,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 120,000
Drainage Master Plan	140,000	-	140,000	-	-	-	-	-	-	-
Hermes Depression Pump Station Reconstruction	200,000	-	30,000	170,000	-	-	-	-	-	170,000
NPDES Monitoring Program	101,986	1,986	-	100,000	-	-	-	-	-	100,000
NERA Drainage Improvements - Funded	1,001,139	1,139	-	-	1,000,000	-	-	-	-	1,000,000
NERA Drainage Improvements - Unfunded*	4,730,000	-	-	-	4,730,000	-	-	-	-	4,730,000
Residential Drainage Imp. Program (RDIP)	1,419,382	84,256	30,000	200,000	200,000	210,000	220,500	231,525	243,101	1,305,126
<b>Total Projects - Funded</b>	<b>\$ 2,982,507</b>	<b>\$ 87,381</b>	<b>\$ 200,000</b>	<b>\$ 590,000</b>	<b>\$ 1,200,000</b>	<b>\$ 210,000</b>	<b>\$ 220,500</b>	<b>\$ 231,525</b>	<b>\$ 243,101</b>	<b>\$ 2,695,126</b>
<b>Total Projects - Unfunded*</b>	<b>\$ 4,730,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 4,730,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 4,730,000</b>

**Total Project Funding**

	Total Project Cost	Prior Years	2011	2012	2013	2014	2015	2016	2017	2012-2017 Six-year CIP
Surface Water Mgmt CIP	\$ 1,982,507	\$ 87,381	\$ 200,000	\$ 590,000	\$ 200,000	\$ 210,000	\$ 220,500	\$ 231,525	\$ 243,101	\$ 1,695,126
Grants	1,000,000	-	-	-	1,000,000	-	-	-	-	1,000,000
Unfunded	4,730,000	-	-	-	4,730,000	-	-	-	-	4,730,000
<b>Total Projects (less unfunded)</b>	<b>\$ 2,982,507</b>	<b>\$ 87,381</b>	<b>\$ 200,000</b>	<b>\$ 590,000</b>	<b>\$ 1,200,000</b>	<b>\$ 210,000</b>	<b>\$ 220,500</b>	<b>\$ 231,525</b>	<b>\$ 243,101</b>	<b>\$ 2,695,126</b>

## **CITY OF BURIEN FINANCIAL POLICIES**

The City's Financial Policies are intended to serve as a Council-approved set of values and expectations for Council Members, City staff, citizens and other interested parties who may do business with the City. The use of the term "City" refers to all City officials and staff who are responsible for the activities to carry out these policies. The policies describe expectations for financial planning, budgeting, accounting, reporting and other management practices. They have been prepared to assure prudent financial management and responsible stewardship of the City's financial and physical resources.

### **A. City Funds**

The City shall utilize "governmental fund accounting" as the organizational structure for its financial activities. The following funds have been established for budgeting, accounting and reporting.

#### **OPERATING FUNDS**

1. The *General Fund* is the general operating fund of the City. It accounts for all financial resources and transactions except those required to be accounted for in another fund.
2. The *Street Fund* is required by state law to account for dedicated state-shared gas tax revenue, The City's business license fee revenue is also deposited in this fund. Monies in the Street Fund are used for street maintenance and transportation capital projects.
3. The *Surface Water Management Fund* accounts for the maintenance and capital improvements to the City's storm and surface water drainage system. Revenues come from fees collected from residential and commercial property owners.

#### **RESERVE FUNDS**

1. The *Equipment Replacement Reserve Fund* provides monies for the orderly replacement of City assets with a value over \$1,000 and with an estimated service life of three or more years. All monies come from the City's Operating Funds (General, Street, and Surface Water Management).
2. The *Public Works Reserve Fund* is utilized to accumulate monies for future Capital Improvement Program projects. Funding sources include the Real Estate Excise Tax (REET), Park Mitigation Fees, and transfers from the General Fund.
3. The *Capital Project Reserve* was established to accumulate monies from the City's annual property tax levy for future Capital Improvement Program projects.

4. The *Art in Public Places Fund* accounts for contributions, donations and commissions on sales of art displayed in public places along with 1% of construction contracts for City owned buildings, transit centers and parks.
5. The *Local Improvement District (LID) Guaranty Fund* is required by State law to maintain a balance of not less than 10% of the City's outstanding LID assessments. All monies in the Fund come from the Street Fund; any monies in excess of the needs of the LID Guaranty Fund are returned to the Street Fund.

#### DEBT SERVICE FUND

1. The City maintains a single *Debt Service Fund* to account for the resources necessary to pay principal and interest when due on the City's outstanding General Obligation Bonds, Local Improvement District Bonds, and Public Works Trust Fund Loans.

#### CAPITAL IMPROVEMENT PROGRAM FUNDS

Four Capital Improvement Program Funds have been established to account for the revenues and expenditures associated with the following Capital Improvement Program project areas:

1. Parks and General Government;
2. Town Square;
3. Transportation; and
4. Surface Water Management.

#### **B. Resource Planning**

1. To assure stability and continuity in City services, the City will prepare and update on a biennial basis a six-year Financial Forecast for all City Funds. This biennial planning process will enable citizens, staff, advisory committees, and the City Council to discuss current and future programs, service levels, and capital facility needs.
2. The relationship between the Operating and Capital Budgets will be incorporated into the Financial Forecasts and Budgets. Maintenance and operating costs associated with new Capital Improvement Program projects shall be disclosed in the Capital Budget when projects are being considered and included in the Operating Budget when the projects are complete.
3. The City Manager shall develop on a biennial basis a Financial Planning calendar that will provide for the timely update of the six-year Financial Forecasts for all City Funds along with the biennial process to develop, review, and adopt the City's Operating and Capital Budgets.
4. The City's Operating and Capital Budgets will implement City Council adopted goals and policies, long-range plans, and service choices for the community.

5. The City will use "prudent revenue and expenditure assumptions" in the development of the six-year Financial Forecasts, Operating and Capital Budgets. Revenue and expenditure estimates shall be conservative to generally produce variances from budget estimates in the 3% to 5% range for overall fund revenues and 3% to 5% range for overall fund expenditures.
6. One-time resources shall be identified and shall be used to support one-time expenditures. Ongoing expenditure programs shall only be supported by ongoing resources.
7. Where estimated expenditures and fund balances exceed estimated resources for any Financial Forecast, potential options to bring the six-year Financial Forecasts into balance shall be included as an integral part of the Budget process.

### C. Fund Balance and Reserve Levels

- ~~1. Budgeted ending Fund Balances shall be established at a minimum of 5% of recurring revenue for the Street Fund and for the Surface Water Management Fund.~~
- ~~2. General Fund Budget shall maintain a minimum Fund Balance of 10% of budgeted General Fund recurring revenue.~~

Budgeted fund balances shall be established at a minimum of 10% of budgeted recurring revenue for the General Fund and 5% of budgeted recurring revenues for the Street and Surface Water Management Funds.

The City hereby establishes and will maintain reservations of Fund Balance, as defined in accordance with Governmental Accounting and Financial Standards Board Statement No. 54, *Fund Balance Reporting and Governmental Fund Type Definitions*. This Policy shall only apply to the City's governmental funds. Fund Balance shall be composed of the following five categories:

1. Non-Spendable Fund Balance – Amounts that are not in a spendable form (such as inventory) or are required to be maintained intact (such as the principal of an endowment fund).
2. Restricted Fund Balance – Amounts that can be spent only for the specific purposes stipulated by external resource providers (such as grantors), constitutionally, or through enabling legislation (that is, legislation that creates a new revenue source and restricts its use). Restrictions may only be changed or lifted with the consent of the resource providers.
3. Committed Fund Balance – Amounts that can be used only for the specific purposes determined by formal action of the City Council. Commitments may be changed or lifted only by the City Council taking the same formal action that imposed the constraint originally.
4. Assigned Fund Balance – Amounts the City intends to use for a specific purpose.
5. Unassigned Fund Balance – The residual classification for the General Fund and includes all amounts not contained in the other classifications. Unassigned amounts are the portion

of fund balance that is not obligated or specifically designated and is available for any purpose.

The Finance Director shall have the authority to assign amounts of fund balance to a specific purpose; however, before expenditure, amounts must be appropriated by the City Council.

When expenditures are incurred for purposes for which both restricted and unrestricted fund balance is available, restricted fund balance is considered to have been spent first.

When expenditures are incurred for purposes for which amounts in any of unrestricted fund balance classifications can be used, committed amounts shall be reduced first, followed by assigned amounts and then unassigned amounts.

#### **D. Resource Allocation**

The City Council has established the following allocations for designated revenues:

1. Not less than 1% of annual General Fund expenditures will be for Human Services programs.

#### **E. Accounting, Budget, and Financial Practice Policies**

1. The City will maintain an accounting and financial reporting system that fully meets professional standards, state accounting requirements, and standards used by debt rating agencies.
2. Financial procedures shall be developed to assure appropriate controls are in place to protect City assets and to provide for the development of timely financial reporting.
3. Procurement policies and procedures shall be developed and periodically updated as needed to meet legal requirements and assure effective and competitive purchasing practices.
4. The City will strive to maintain at least an “A1” bond rating from Moody’s Investor Services.
5. The Finance Director shall provide to the City Council not less than quarterly a Financial Status Report for all City Funds. This Report will include comparisons of actual revenue and expenditure performance to the respective Budget estimates. Where revenue collections are, or are anticipated to be significantly less than Budget estimates, and/or, where expenditures are, or are anticipated to be significantly greater than Budget estimates, the Finance Director shall include recommendations for possible adjustments or actions.

6. In accordance with state law, the City Manager is authorized to transfer budgeted amounts within any fund; however, any revisions that alter the total expenditure authority (appropriation) of a fund or change the number of authorized employee positions, the pay classification system, hours, or other conditions of employment, must be approved by the City Council.
7. Staff shall provide for a periodic evaluation of the City's Fund and fee structure to provide for service delivery and/or cost recovery enhancements.

## **F. Revenue Policies**

1. To minimize the impact of cyclical economic downturns on City General Fund revenues and services, the City will attempt to diversify its economic base.
2. Where the City has authority to establish and change fees and charges, all such fees and charges shall be adjusted annually for inflation, based on the change in the Implicit Price Deflator (IPD) for State and Local Government Consumption Expenditures and Gross Investment for the twelve month period ending June 30, or other applicable index or measure.
3. The City will establish cost recovery policies for fee supported services which consider the relative public/private benefits received from the services being provided and/or the desirability of providing access to services for specialized populations. These policies will determine the percentage of full service costs to be recovered through fees. The level of cost recovery may be adjusted to ensure that rates are current, equitable, and competitive and cover that percentage of the total cost deemed appropriate. Staff shall submit periodic financial reports to the Council on the progress in meeting the policies.
4. Grant revenue will be included in the City's Financial Forecasts and Budgets when it is probable the City will receive the grant award.
5. Property taxes levied for general government operations will be at least 1% more than levied in the prior year plus the amount received as a result of new construction. Effective with the 2012 Property Tax Levy, 90% of the Property Taxes will be allocated to the General Fund and 10% will be allocated to the Capital Projects Reserve Fund. Property taxes set aside in the Capital Projects Reserve Fund will grow at 1% per year beginning in ~~2006~~2013.

## **G. Capital Improvement Program Policies**

1. The City will plan for capital improvements over a multi-year period. The Capital Improvement Program will directly relate to the City's long-range plans and policies. When capital improvements are being planned, maintenance & operating costs will be estimated and identified within the City's Financial Forecasts. When the capital projects

are complete, monies will be included in the City's Operating Budget to provide for maintenance and operating costs.

2. To maintain the City's physical assets, a current inventory will be maintained of all of the City assets, and their condition, maintenance and estimated replacement costs. The City shall maintain an Equipment Replacement Reserve Fund through cash reserves set aside each year to provide for the timely and orderly replacement of assets. The Equipment Replacement Reserve Fund shall be included in the update of the City's Financial Forecasts.
3. The City will maintain an "Art in Public Places Fund" for the purpose of providing funds for capital improvement projects funded wholly or in part by the City of Burien for construction or remodeling of government owned public buildings, transit centers and parks.
4. A capital project is defined as a project of a nonrecurring nature with a cost of \$25,000 or more and estimated service life of at least 10 years including major renovations of existing facilities. Routine maintenance of existing facilities, however, should not be included in capital requests.
5. The Adopted Capital Facilities Element of the Burien Comprehensive Plan provides guidance regarding the development of the City's Capital Improvement Program.
6. For each Fund of the Capital Improvement Program (Parks and General Government, Town Square, Transportation, and Surface Water Management), funding sources will be identified so that it will be clear what local funds, grant funds, and other revenue sources are supporting each program.
7. The City will use Community Development Block Grant capital funds for eligible capital projects that are included in the City's adopted Capital Improvement Program. The funds will only be spent on eligible projects that benefit low and moderate income individuals as defined in the Community Development Block Grant regulations.

## **H. Debt Policies**

1. When evaluating the use of councilmanic debt and the associated debt service obligations, a financial feasibility analysis will be performed including the City's ability to make debt service payments, taking into account revenue fluctuations associated with periodic economic cycles.
2. Voted and councilmanic debt will be used prudently in a manner to avoid any adverse impact on the City's credit rating.
3. The City will establish appropriate procedures to assure compliance with its bond covenants and all other applicable federal, state, and local laws, policies or regulations.

4. Debt may be used on a limited basis for specific short-term cash flow needs. Debt will not be used to fund long-term revenue shortages. For major capital projects with long-term useful lives (normally 20 years or more) and where costs exceed short-term cash flows, debt may be used provided there is sufficient discretionary revenue within the Financial Forecasts Plan to service the debt without disrupting the City's existing service delivery programs.

## **I. Investment Policies**

1. The City will follow state law and the following criteria in priority order when investing City monies:
  - a. Preserve capital through prudent financial investments;
  - b. Maintain sufficient liquidity so that monies are available when needed; and
  - c. Achieve the best available rate of return.
2. The City will provide the appropriate accounting and reporting for any private donations or monies held in trust by the City.

## **J. Financial Management and Organizational Review Policies**

1. The City Manager will periodically review the City's organizational structure to assure that it is responsive to current conditions; and service duplication within the organization and with other local government jurisdictions is eliminated. Periodic performance audits may be used to assess organizational costs and effectiveness. Periodic budget reviews shall be made to examine departmental and/or program line-item costs.
2. The City Manager will periodically evaluate the City's administrative and direct service delivery systems to determine whether a service should be provided by the City, by agreement with a qualified and or competitively priced private or public contractor, or eliminated due to changes in community needs and expectations.
3. The City Council will adopt, through the biennial Budget, service levels, a work program, and performance standards that reflect City revenues, community expectations and legal requirements. The City is committed to examining how it provides services so that service levels and performance standards are met or exceeded at the least cost to the public.
4. The City's compensation structure (salaries and benefits) will be reviewed at least every three years. The City's compensation structure shall be competitive with that of comparable public sector employers in the relevant recruiting or market area. The criteria for reviewing employee salaries and benefits will also include internal comparability for similar jobs and the City's ability to pay. If relevant private sector comparisons are available, they will be considered.

5. The City will, within available resources, maintain the productivity of staff through a supportive working environment, which includes appropriate equipment, supplies, materials, and professional staff development.
6. The City will evaluate its use of intergovernmental service contracts to prevent duplication of services and to assure an effective and efficient service delivery system to the community.
7. The City adopts biennial budgets at the start of every odd-numbered year. The biennial budget provides a two-year expenditure appropriation with side-by-side one-year budget displays. To avoid overspending the two-year appropriation too quickly, departments are held to single-year budgets and are generally not able to commit funds from the second year of the biennium before it begins.

#### **K. Contract Approval Authority**

The approval authority for execution of City contracts is as follows:

1. The City Manager will have authority to sign contracts up to \$25,000.
2. The City Manager will have authority to sign contracts over \$25,000 for equipment, goods, and services that are included in the Adopted Budget.
3. Contracts that exceed Adopted Budget spending authority must be placed on the Council agenda for discussion and approval.
4. Contracts over \$25,000 for initiatives not included in the Adopted Budget must be placed on the Council agenda for discussion and approval.
5. All capital projects in which there is a material change in scope must be placed on the Council agenda for discussion and approval.

**CITY OF BURIEN  
AGENDA BILL**

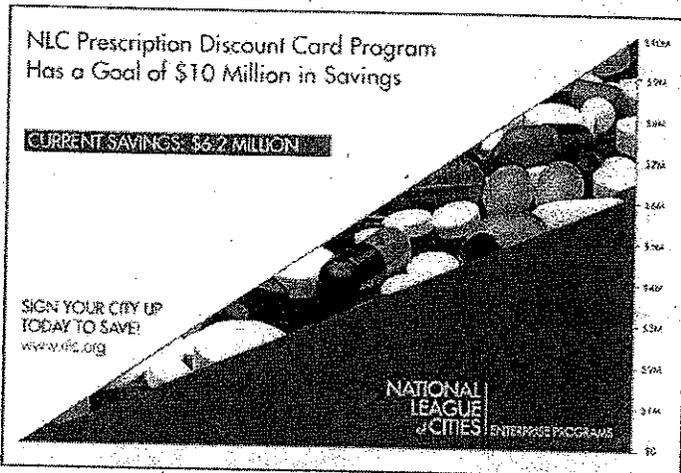
<b>Agenda Subject:</b> Discussion on National League of Cities Prescription Discount Card Program		<b>Meeting Date:</b> November 14, 2011
<b>Department:</b> City Manager	<b>Attachments:</b> 1. National League of Cities Information 2. Program Registration Form	<b>Fund Source:</b> N/A <b>Activity Cost:</b> N/A <b>Amount Budgeted:</b> N/A <b>Unencumbered Budget Authority:</b> N/A
<b>Contact:</b> Lisa Clausen		
<b>Telephone:</b> (206) 248-5515		
<b>Adopted Initiative:</b> Yes      No      X	<b>Initiative Description:</b> N/A	
<b>PURPOSE/REQUIRED ACTION:</b> The purpose of this agenda bill is for the Council to receive additional information on the National League of Cities (NLC) Prescription Discount Program and discuss whether to offer the program to Burien residents.		
<b>BACKGROUND (Include prior Council action &amp; discussion):</b> Councilmember Jack Block learned of the NLC's Prescription Discount Card Program at the 2011 Association of Washington Cities (AWC) conference. He asked that information on the program be included in the "City Business" section of the agenda for the July 11 Council meeting; information was also provided at the October 24 meeting (see Attachment 1 for background information previously provided to Council).  The program provides prescription discount cards for a city's residents who do not have health insurance or whose insurance does not cover prescriptions. The discount is approximately 20%. A wide variety of pharmacies accept the NLC discount card.  According to NLC staff, "There is no cost for a city to participate in the program and no enrollment process for residents. The role of the city is to promote the program through the local media and any city communications channels (e.g., city web site, city newsletter) and to make the prescription discount cards available at locations throughout the city (city hall, libraries, community centers, etc.) to those residents who might benefit from the program. NLC provides the city with customized prescription discount cards with the city name and logo as well as sample marketing materials (press releases, PSAs, sample web page) to promote the program to residents."  Auburn and Shoreline are among several cities in Washington that have implemented the NLC program. By offering the discount card Auburn has saved their residents approximately \$84,000 over the past two years. Auburn and Shoreline report no major staff costs for providing this program. Auburn City Councilmember Bill Pelozza wrote the following note: "Burien Council: This is a wonderful Program and I really advocate signing up for your citizen's. It's 'free' and very little staff support required. This type of enterprise program is a very good ROI of annual NLC fees." [Note: ROI = "Return on Investment"]  A city wishing to offer the program completes the attached form (see Attachment 2). The start-up process takes about eight (8) weeks.		
<b>OPTIONS (Including fiscal impacts):</b>		
<b>Administrative Recommendation:</b> Discuss the NLC prescription discount card program and determine whether to concur that the City should provide it to Burien residents.		
<b>Committee Recommendation:</b> N/A		
<b>Advisory Board Recommendation:</b> N/A		
<b>Suggested Motion:</b> None required.		
Submitted by: Lisa Clausen		
<b>Administration</b> _____	<b>City Manager</b> _____	
<b>Today's Date:</b> November 2, 2011	<b>File Code:</b> R:\CC\Agenda Bill 2011\111411cm-3PrescriptionDiscount.docx	



## Residents Nationwide Benefit From NLC Program

June 27, 2011

by Marc Shapiro



The NLC Prescription Discount Card Program is a member program offered by NLC in which participating cities see the value of the program in real savings to residents in just a few months.

Nationwide, more than 470 cities are currently participating in the program and have saved residents more than \$6.2 million to date on the cost of prescriptions. For those residents without health insurance or with a prescription not covered by insurance, the average savings has been more than 23 percent off the retail price of their prescriptions.

"This is a program that has clear benefits with the potential to save more money for the community well beyond the cost of joining NLC," said NLC President James E. Mitchell, Jr., councilmember, Charlotte, N.C. "And the best part? This program is free. It is free to the city; it is free to the residents."

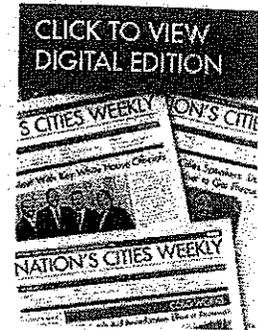
In many cases, a city can save its residents more in a few short months than the city's annual membership dues in NLC.

Mitchell has set a goal of \$10 million in savings for the program this year. For member cities that are not currently offering the discount card, there is no cost to participate and the program is easy to implement. The role of the city is to promote the program through local media and the city website or newsletter, and to make the prescription discount cards available at locations throughout the city to those residents who might benefit from the program.

NLC provides each participating city with customized prescription discount cards with the city name and logo as well as sample press releases, a sample page for the city website and other start-up resources. The discount card includes a toll-free customer support line for residents to call with questions about the program. Each month, participating cities also receive a report from NLC with aggregate data on the use of the discount card, including the total and average savings to residents.

For residents there is no enrollment form, no membership fee and no restrictions or limits on the frequency of use. The discount card is accepted at more than 60,000 pharmacies, including all major pharmacy chains and most local independent pharmacies. Participating pharmacies in any city can be identified here: [www.caremark.com/nlc](http://www.caremark.com/nlc).

Dothan, Ala., (population 57,737) was one of the most recent cities to bring this cost-saving program to residents. At a press conference announcing the program last month, Mayor Mike Schmitz said, "It's truly



an exciting day for us to unveil the City of Dothan Prescription Discount Card Program. This is an idea that was presented at an NLC meeting, and we thought it was an excellent idea to look into." Mayor Schmitz was joined at the press conference by city commissioners Amos Newsome, James Reading and John Craig

"These are tough times and a 23 percent discount on prescription drugs adds up," Schmitz added. "All they (citizens) have to do is get the card, go to a participating pharmacy and, hopefully, save some money. That's it in a nutshell. It's a simple idea."

In the first week, 40 residents benefited from the program and saved on their prescription costs.

In addition to Dothan, cities launching the program last month include Aventura, Fla.; DeBary, Fla.; Woodridge, Ill.; and Bartlett, Tenn.

NLC member cities not participating in the program can sign up on the NLC website at [www.nlc.org/prescriptioncard](http://www.nlc.org/prescriptioncard) and join the effort to reach the goal of \$10 million in savings to residents this year.

Details: Contact Marc Shapiro at (202) 626-3019 or [shapiro@nlc.org](mailto:shapiro@nlc.org).

# The NLC Prescription Discount Card Program

## SAVE

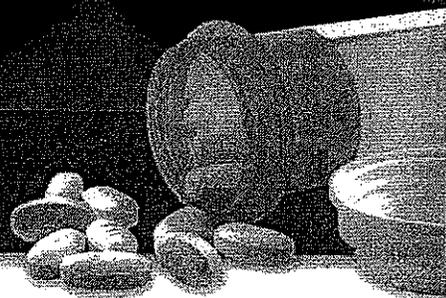
your residents  
an average of  
**20% off the retail  
price** of prescription  
medication at **no  
cost to the city...**

Be a member  
of the  
National League  
of Cities

Sign up for the  
**FREE**  
NLC prescription  
discount card  
program

Your residents  
present the  
discount card at a  
local participating  
pharmacy

## Frequently Asked Questions



### How much will residents save by using the discount card?

While savings on each prescription may vary, the NLC Prescription Discount Card Program saves an average of 20 percent off of the pharmacy's regular retail prices. The savings are validated monthly and annually.

### What if a pharmacy's price on particular prescription drugs is lower than the discount card price?

The program uses a "lower-of" pricing schedule so that residents are never disadvantaged by using the discount card. On occasion, a participating pharmacy may have a lower price on particular prescription drugs. If that occurs, residents will always pay the lowest price.

### Who pays the cost of the discount?

Pharmacies in the national discount network agree to absorb the cost of the discount. The benefit to the pharmacy of participating in the program is that it creates customer loyalty and increases store traffic.

### Does NLC or CVS Caremark share the personal information of residents using the discount card?

CVS Caremark does not give or share personally identifiable health information to manufacturers or direct marketers. CVS Caremark is fully compliant with all federal and state privacy and security regulations pertaining to the protection of protected health information and has a robust compliance program which monitors and enforces policy compliance. NLC neither receives nor shares personal information of residents.

### Does NLC or any participating city receive revenue from the program?

Neither NLC nor any participating city receives revenue for sponsoring the discount card program.

### Does the program provide a competitive advantage to CVS Pharmacies?

All major pharmacy chains and most local independent pharmacies, nearly 60,000 pharmacies nationwide, participate in the discount card network. Residents are not encouraged or incentivized to use CVS pharmacies over any other chain or independent pharmacy.

### Can the discount card be used with other prescription insurance benefits?

The program is not insurance; it is a prescription discount program. The card cannot be used to supplement insurance benefits. The card can be used for prescriptions not covered by an insurance plan.



National League of Cities

Program operated by CVS Caremark.

This is **NOT** insurance. Discounts are only available at any participating pharmacy.

106-9003NL10 10.09

# NLC PRESCRIPTION DISCOUNT CARD PROGRAM

## MEETING THE NEEDS OF YOUR RESIDENTS

### PRESCRIPTION COST SOLUTION

The NLC Prescription Discount Card Program, administered by CVS Caremark, helps city residents save money on the high cost of prescriptions at NO COST to the city. Your city must be an NLC member to participate.

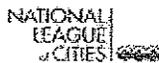
**FREE Prescription Discount Card**

**Your City  
Name Here**

RxBIN: RxGRP:  
RxPCN: ISSUER: (80840)  
ID:

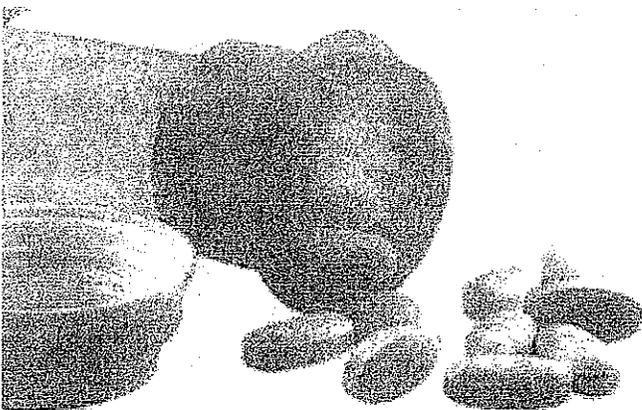
Brought to you in collaboration with the National League of Cities.

**This is NOT insurance.**



### PRESCRIPTION SAVINGS

Residents who have prescriptions or lifestyle medications that are not covered by insurance, now have an opportunity to obtain them at a discount. The NLC Prescription Discount Card Program provides an average savings of 20% off the retail price of prescription medications.



This program is operated by CVS Caremark. This is NOT insurance. Discounts are only available at participating pharmacies.

### BENEFITS

- NO COST to your city
- NO COST to your residents
- Average savings of 20%
- 9 out of 10 pharmacies participate in the program, more than 60,000 nationwide
- No enrollment or membership fees
- No limit on how many times the card can be used
- No age requirements
- No income requirements
- ALL family members covered
- Pet medications used to treat human conditions covered

### IMPLEMENTATION

The city works with a CVS Caremark representative to launch the program, which takes approximately eight weeks. The city will be provided with approved marketing materials and tools to promote and launch the NLC Prescription Discount Card Program. Printed ID cards and display materials (customized with your city's name and logo) will be provided to give city residents easy program access. Residents can also print an ID card online and access program tools by visiting [www.caremark.com/nlc](http://www.caremark.com/nlc).

### MORE INFORMATION

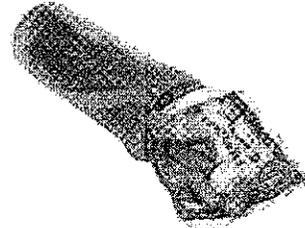
To learn more about this program, visit NLC's website at [www.nlc.org/enterpriseprograms](http://www.nlc.org/enterpriseprograms) or contact Marc Shapiro, Program Director, at [shapiro@nlc.org](mailto:shapiro@nlc.org) or (202) 626-3019. For NLC membership information, contact NLC Member Services at [memberservices@nlc.org](mailto:memberservices@nlc.org) or (202) 626-3100.



**NLC PRESCRIPTION DISCOUNT CARD PROGRAM**  
Savings and Utilization Summary Report  
September 2011

**Cumulative National Totals**

Number of Participating Cities: 506  
Savings to Residents: \$7,392,193  
Average Savings to Residents: 25.7% (\$12.03)  
Number of Cards Utilized: 256,405  
Number of Prescriptions: 614,675



**Top Twenty Cities Total Cumulative Savings (as of September 30, 2011):**

Clarksburg, WV	\$437,639	Evanston, IL	\$121,650
Detroit, MI	\$331,380	Milwaukee, WI	\$104,189
Ardmore, OK	\$310,879	Arlington, MA	\$85,763
Athens, TN	\$292,012	Palm Bay, FL	\$84,011
Savannah, GA	\$239,012	Auburn, WA	\$83,952
Monroe, NC	\$232,162	Oak Ridge, TN	\$76,632
Memphis, TN	\$173,187	Trotwood, OH	\$73,499
Kernersville, NC	\$159,813	Lakewood, OH	\$71,094
West Hollywood, CA	\$132,535	Deer Park, TX	\$69,850
Camden, SC	\$121,714	Charlotte, NC	\$69,335

**New Cities (launched in September):**

Priceville, AL	New Roads, LA
Anchorage, AK	Bridgeton, MO
Cotton Plant, AR	South Euclid, OH
Sierra Vista, AZ	Spartanburg, SC
Calhoun, GA	Munford, TN
Quincy, IL	El Paso, TX



[The page contains extremely faint and illegible text, likely bleed-through from the reverse side of the document. The text is scattered across the page and cannot be transcribed accurately.]

Complete the information below

National League of Cities  
*Prescription Discount Card Program*

*Ready  
 to get  
 started?*

City Name: \_\_\_\_\_

Number of City Residents: \_\_\_\_\_

City Web Site: \_\_\_\_\_

Main City Contact: \_\_\_\_\_

Title: \_\_\_\_\_

Street Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone: ( \_\_\_\_\_ ) \_\_\_\_\_ - \_\_\_\_\_ Fax: ( \_\_\_\_\_ ) \_\_\_\_\_ - \_\_\_\_\_

e-mail: \_\_\_\_\_

**Logo requirements to produce ID cards:** CVS Caremark will need a black-and-white jpg file of your city logo in order to create the customized city discount card. Please e-mail the logo as an attachment to [ralph.frissore@caremark.com](mailto:ralph.frissore@caremark.com); and indicate city name and logo attached in the subject line.

Please provide a contact name/street address for the delivery of the ID cards/display stands, if different from above:  
 (Please note we cannot deliver to P.O. Boxes):

\_\_\_\_\_

\_\_\_\_\_

Please indicate how the city name should be referenced on the ID card:

Spanish materials required:  Yes  No

**Please download, complete this form and email to Marc Shapiro at [SHAPIRO@nlc.org](mailto:SHAPIRO@nlc.org)**

Marc Shapiro

Director, Enterprise Programs

National League of Cities

1301 Pennsylvania Ave., N.W.

Washington, D.C. 20004

**Next Steps: Within one week of receipt of this completed form, you will be contacted by CVS Caremark to initiate the launch of the program in your city. The process to launch the program takes approximately eight weeks.**





# Burien

*Washington, USA*

400 SW 152<sup>nd</sup> St., Suite 300, Burien, WA 98166  
Phone: (206) 241-4647 • FAX (206) 248-5539  
[www.burienwa.gov](http://www.burienwa.gov)

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## MEMORANDUM

**TO:** Honorable Mayor and Members of the City Council  
**FROM:** Mike Martin, City Manager  
**DATE:** November 14, 2011  
**SUBJECT:** City Manager's Report

### I. INTERNAL CITY INFORMATION

#### A. City of Burien Now Using SCORE Jail

As of October 18, 2011, Burien Police are bringing the City's newly arrested misdemeanants to the SCORE Jail. Each weekday, video court between the SCORE jail facility and the King County District Court-South Division Burien courthouse is being held for first-appearance bail hearings. Inmates are serving their misdemeanor sentences at the SCORE Jail facility, rather than at King County jails. The City still holds court sessions at the King County District Court-South Division Burien courthouse on Tuesdays and Fridays for arraignments, pre-trials, motions, bench trials, and reviews; with inmates transported from the SCORE jail for those hearings.

Those arrested for felony charges are still brought to the King County Jail in Seattle or the Regional Justice Center in Kent since those cases are the responsibility of King County.

#### B. Permit Updates

Construction permit applications were received for replacement of the El Dorado West Retirement Home located at 1010 SW 134<sup>th</sup> Street. Work will be done in phases in order to keep some of the existing residences in place while the new two-story 102 unit assisted care apartment complex is replaced. The project is valued at \$10 million and construction is expected to be in the first quarter of 2012.

Construction of the 3,083 square foot addition to St Francis School Library located at 15216 21<sup>st</sup> Ave SW has been completed and approved for occupancy.

#### C. 1<sup>st</sup> Avenue South Phase 2 Project Update

The construction contract for the 1st Avenue South Improvement Project Phase II (SW 140<sup>th</sup> Street to SW 146<sup>th</sup> Street) has been awarded to DPK, Inc. Note that DPK also was the contractor on the SW 152nd Street and Town Square Streets projects.

The Preconstruction Conference for 1st Avenue South Phase II was held on Monday, October 24. Notice to Proceed for construction is expected on Monday, November 28, 2011. Construction is expected to run through 2012 with completion in late 2012 or early 2013.

**D. 1<sup>st</sup> Avenue South Phase 1 Project Update**

Seattle City Light removed remaining aerial wires and utility poles along 1<sup>st</sup> Avenue South on Friday and Saturday night, 10/14 & 10/15/2011. Design for completion of Phase I is at the 99% level, and will be advertised during November/December 2011. This portion of the project will complete street lights, signals, and landscaping along 1<sup>st</sup> Avenue from SW 160<sup>th</sup> Street to SW 146<sup>th</sup> Street.

**E. 2012 Arts and Culture Grants Awarded (Pg. 161)**

The Arts Commission approved the recommendations from the Commission's grant committee regarding the funding to be awarded for 2012. Eleven applications representing a total of \$53,100 were submitted. The Arts and Culture Fund has \$25,000 available on an annual basis to allocate. Applicants may be individuals or non-profit organizations. Funding priorities are for programs developed for or presented in the Burien community, innovative or mixed-genre projects that bring new cultural experiences to Burien, and cultural experiences for underserved and/or low-income youth. The list of 2012 recipients is attached.

**F. Adopt-a-Park Update: Arbor Lake Park**

On Saturday morning, October 22, a group of eight neighbors and community volunteers joined an Adopt-a-Park project at Arbor Lake Park. The group planted 300 native plants and 100 live stake willows along the lake's shorelines and the outlet stream on the south end. It was a soggy day but the group managed to plant lots of Nootka Rose, Gooseberry, Currant and a few evergreen trees. Over the past year and a half neighbors surrounding the lake have participated in several work parties, helping remove lots of invasive Himalayan Blackberry and Scotch Broom.

**G. New Quarterly Evening Program for Tweens**

PaRCS staff have coordinated a new drop-in program for Burien "tweens". The term refers to youth ages 10-12 years old who are too old to be considered children but too young to be considered teens. The program is modeled after the City's regular Late Night program and is held at Sylvester Middle School on one Friday per quarter. Forty tweens attended the first program held on November 4 and enjoyed a Wii dance party, basketball, crafts, Henna body art, and healthy snacks.

**H. Highline High School (HHS) Principal Visits Teen Late Night Program**

On Saturday, October 28, HHS Principal Damon Hunter dropped in at the City's teen program that is held in the high school's gymnasium. Mr. Hunter wanted to directly observe the program and note how many of his students were attending. He was dressed to have fun and played basketball with the kids most of the night. Based on his experience, he'd like HHS to partner with PaRCS to also host a few special events at the program, such as a BBQ or a contest to "Throw a Pie at Your Principal".

## **II. COUNCIL UPDATES/REPORTS**

### **A. Burien Among 115 Cities Raising Concerns over Proposed Revenue Cuts (Pg. 163)**

The Governor's proposed budget reductions announced near the end of October sparked an immediate response from the State's cities. The Association of Washington Cities (AWC) sent the attached letter to the Governor, after getting input from Burien and other cities' staff and legislative advocates. It is signed by dozens of mayors from all over Washington, including Burien Mayor Joan McGilton. The direct state-shared revenues that Burien receives are identified in the attached AWC information sheet.

One major concern raised in the letter relates to the Governor's proposal to eliminate the state sales tax credit that is helping several cities such as Burien that have recently done annexations. For example, for the first North Highline annexation the City has received a total of \$584,000 to date (June 2010 to present), to help the City provide services in the North Burien annexed area; this funding was anticipated to last 10 years following annexation but would be eliminated under the Governor's proposed cuts.

### **B. Burien Officials Bring Priorities to State Legislators**

During October and early November Mayor McGilton and/or City Councilmember Clark and staff have met with nearly all members of the City's legislative delegation. The meetings focused on the City's 2012 legislative priorities and the state budget. The legislators all expressed concerns over the budget cuts that are expected to be addressed in the special legislative session starting November 28.

### **C. Cities Attend Regional Meeting (Pg. 169)**

Representatives of cities from around King County, including Burien's Government Relations staff, participated in a "Regional Meeting" organized by the Association of Washington Cities (AWC) in Sammamish on October 26. The AWC staff provided updates on a variety of issues and programs affecting local jurisdictions.

Information on State-Shared Revenues is attached as well as additional information on opportunities for city elected officials. Any councilmember interested in seeing the other materials provided at the meeting can find them on file in the City Clerk's office.

### **D. Mayor Visits Congressman McDermott**

Mayor McGilton and City staff met with U.S. Representative Jim McDermott on Oct. 28, in the Congressman's District office. The Mayor and City Manager discussed the City's 2012 federal priorities with Congressman McDermott and his staff; even though funding for specific projects will not be included in the federal appropriations bills, the members of Congress may write letters of support for grant funding requested for projects. Representative McDermott currently has the northern portion of Burien (north of SW 146<sup>th</sup>) in the 7<sup>th</sup> District, but he stated that it is possible that the State Redistricting Commission could place Burien only in Congressman Adam Smith's district.

**E. Burien Weighs in on Medicine Disposal Issue (Pg. 175)**

On behalf of the full City Council, Mayor McGilton joined dozens of other officials in signing a letter to the Director of the U.S. Fish and Wildlife Service (see attached). The letter communicates concerns over the agency's recommendation that the public dispose of unwanted medicines in their trash. The letter urges the USFWS to encourage people to make use of medicine take-back programs wherever they're available, rather than throwing their unused medicines in the trash. Local medicine take-back sites include Bartell Drugstores for most prescriptions (only non-controlled substances) and the Burien Police Department for controlled substances (box is located in the lobby, 14905 6<sup>th</sup> Ave SW) open Monday through Friday, 8:30 a.m. to 5:00 p.m.).

**F. Citizen Action Report (Pg. 183)**

Staff has provided the attached October 2011 Citizen Action Report.

**G. Advisory Board Meeting Minutes (Pg. 191)**

Approved minutes from the following Advisory Board meetings are attached.

- Art Commission minutes from May 24, July 26, August 23, and September 27, 2011
- Business & Economic Development Partnership minutes from August 12, August 26, and September 9, 2011

**H. Notices (Pg. 207)**

The following (attached) notice was published:

- The Burien Business & Economic Development Partnership November meetings have been rescheduled and will be held at 7:00 a.m. on November 4 and November 18, 2011 at the Burien City Hall, Miller Creek Conference Room, 3<sup>rd</sup> Floor SW.
- The City of Burien will hold a public hearing on Monday, November 14, 2011, at approximately 7 p.m. for the purpose of: Receiving the public's comments on revenue sources, including a possible up to a 1% increase in property tax revenue, and expenditures for the 2011-2012 Mid-Biennial Budget review and amendments.
- The City of Burien will hold a public hearing on Monday, November 14, 2011, at approximately 7 p.m. for the purpose of: Receiving public comments on the 2012 through 2017 Six-Year Transportation Improvement Program (TIP).
- Request for Proposals for Janitorial Services of City Facilities (See details on attachment.)
- Notice of Decision for Han Phan, PE, for Thanh Trang, Property Owner for a proposal to short plat one residential lot into two. Location is 11650 25<sup>th</sup> Avenue S.

**City of Burien, Washington**  
**2012 Arts & Culture Funding**  
**Arts Commission Subcommittee Recommendation**

	<b>Name of Agency</b>	<b>Program Description</b>	<b>Amount Requested</b>	<b>Amount Recommended</b>	<b>Past Burien Allocations</b>
<b>1</b>	Denise Henrikson (Individual Artist)	Community Lantern Procession	\$2,110	Funding to come from city budget	2011-\$2,00, 2010-\$1,500, 2009-\$1,750, 2008-2007-\$1,500
<b>2</b>	Burien Arts Association	Storefront Burien and Summer Fine Arts Camp	\$5,000	\$1,000 for Storefront Burien Program	2011-\$1,500, 2010-\$2,000, 2009- \$4,000, 2008 - \$10,000 operations; 2007-\$750
<b>3</b>	Burien Little Theatre	reason to be pretty	\$3,000	\$2,500	2011- \$2,500, 2010-\$2,000, 2009-\$3,000, 2007,2005 - \$1,500 2004, 2003 - \$1,000 2002 - \$1,000; 1999 - \$2,000 1998 - \$12,000 CPI commitment for new facility
<b>4</b>	Cove to Clover, Inc	Celtic Folk Fair & Gaelic Games	\$2,500	\$1,500 for performers	2011-\$1,500
<b>5</b>	Highline Community Symphonic Band	Free 2012 Community Concerts	\$2,500	\$1,000	2011- \$1,500, 2010, \$1,000, 2009-\$1,500, 2008- \$1,000; 2007-\$1,250; 2006 - \$1,500 2005-2003 - \$2,000 2001 - \$2,100
<b>6</b>	Highline Historical Society	Sustained Support for General Operations	\$3,500	\$3,000	2011, 2010-\$3,000, 2009-\$10,000, 2008- \$10,000 for operations
<b>7</b>	The Hi-Liners Inc.	Mainstage 2012 Production	\$6,500	\$3,000	2011-\$3,000, 2010-\$2,500, 2009-2008-\$3,000, 2007-2004-\$2,500; 2003 - \$3,000; 2002 - \$3,250 2001 - \$3,200; 2000 -\$2,000 1999 - \$1,500 , 1998-1997 - \$750, 1996 - \$1,500; 1995 - \$4,000
<b>8</b>	Latinos for Community Transformation	Mexican Folk Dance Group	\$5,000	\$2,000	
<b>9</b>	Northwest Associated Arts (NWAA)	20112 Choral Sounds Northwest and Youth Choruses Concerts	\$7,500	\$5,000	2011-\$5,000, 2010- \$4,000 2009-\$5,000, 2008-2003- \$3,000 2002 - \$3,850 2001-2000 - \$3,000 1999 - \$2,000; 1998 - \$1,000 1997 - \$3,000; 1996 - \$1,000
<b>10</b>	Northwest Symphony Orchestra	Year 2012 Concerts	\$8,000	\$5,000	2011-\$5,000, 2010- \$4,000, 2009-\$5,000, 2008-2007- \$3,000 2006- 2004 - \$3,500 2003 - \$3,000 2002 - \$3,950; 2001 - \$3,800 2000-1997 - \$4,000
<b>11</b>	Scott Schaefer	The Sound of B-Town	\$7,500	\$1,000	
		<b>TOTAL</b>	<b>\$53,110</b>	<b>\$25,000</b>	





1076 Franklin Street SE • Olympia, WA 98501-1346  
360-753-4137 • Toll Free: 1-800-562-8981 • Fax: 360-753-0149

www.awcnet.org

November 2, 2011

Governor Chris Gregoire  
Office of the Governor  
PO Box 40002  
Olympia, WA 98504-0002

Dear Governor Gregoire:

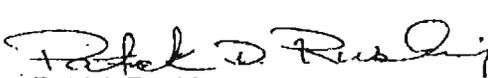
We in cities and towns understand the state's serious budget dilemma and sympathize with the difficulties you face. However, we are extremely disappointed to see the depth and breadth of your "preliminary choice" budget cuts targeting cities and towns. These deep cuts are intolerable and, we feel, do not reflect our longstanding partnership. For example, eliminating the distribution of state liquor taxes and profits after over 70 years of continuous sharing, and breaking the commitment to temporarily help fund services in cities that annexed large areas, are simply unacceptable.

We've encountered similar difficulties and revenue shortfalls. Since 2008 and in some cases earlier, cities and towns have responded to the economic crises by cutting programs and personnel to balance our budgets. Our citizens are already feeling these impacts.

As city and town officials, we view ourselves as partners with the state in providing essential public services to citizens. Many laws passed in Olympia are carried out and enforced by our police, fire fighters, service personnel, and other local providers. Conversely, for every dollar cut in money to local health services, it is our shelters, hospitals, and jails that must cope with the consequences. When the state cuts programs and services, cities and towns bear the burden of filling that service gap.

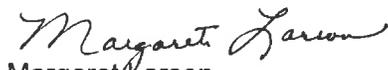
Given our partnership, we want to work with you to help the state meet its budget goals. Instead of firing salvos at one another, we should be working together to stimulate economic recovery. We need to continue the constructive dialogue you've nurtured with local governments over the course of your service to Washington. In that vein, we ask that you meet immediately with a delegation of city representatives to discuss how we can move forward for the benefit of the people we mutually serve. Our representatives at the Association of Washington Cities will work with your staff to schedule the meeting.

Respectfully,

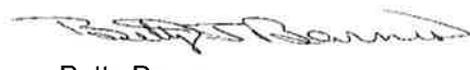
  
Patrick Rushing  
Mayor, City of Airway Heights

  
Peter Lewis  
Mayor, City of Auburn

  
Don Davidson  
Mayor, City of Bellevue

  
Margaret Larson  
Mayor, City of Arlington

  
Dan Pike  
Mayor, City of Bellingham

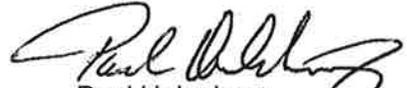
  
Betty Barnes  
Mayor, City of Bingen

  
Rebecca Olness  
Mayor, City of Black Diamond

  
Richie Morgan  
Mayor, Town of Carbonado

  
Craig George  
Mayor, City of Dayton

  
Bonfie Onyon  
Mayor, City of Blaine

  
Paul Helenberg  
Mayor, City of Castle Rock

  
Robert Whisman  
Mayor, City of Deer Park

  
Neil Johnson  
Mayor, City of Bonney Lake

  
Harlan Thompson  
Mayor, City of Centralia

  
Robert F. Sheckler  
Mayor, City of Des Moines

  
Mark Lamb  
Mayor, City of Bothell

  
Bob Goedde  
Mayor, City of Chelan

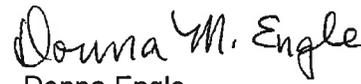
  
Tamara Jenkins  
Mayor, City of DuPont

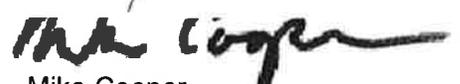
  
Patty Lent  
Mayor, City of Bremerton

  
Tom Trulove  
Mayor, City of Cheney

  
Steven Lacy  
Mayor, City of East Wenatchee

  
Lee Webster  
Mayor, City of Brewster

  
Donna Engle  
Mayor, City of Clarkston

  
Mike Cooper  
Mayor, City of Edmonds

  
William Zweigle  
Mayor, City of Bridgeport

  
George Martin  
Mayor, City of Clyde Hill

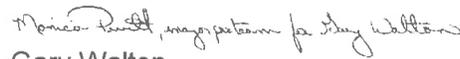
  
Keith Vradenburg  
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Bob Colinas  
Mayor, City of Brier

  
Rick Newby  
Mayor, City of College Place

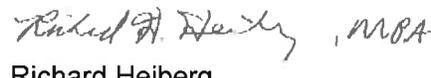
  
Liz Reynolds  
Mayor, City of Enumclaw

  
Pat Johnson  
Mayor, City of Buckley

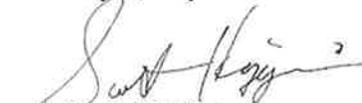
  
Gary Walton  
Mayor, City of Connell

  
Ray Stephanson  
Mayor, City of Everett

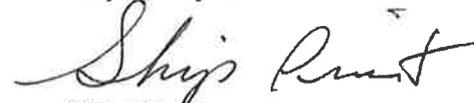
  
Joan McGilton  
Mayor, City of Burien

  
Richard Heiberg  
Mayor, Town of Coulee City

  
John Perry  
Mayor, City of Everson

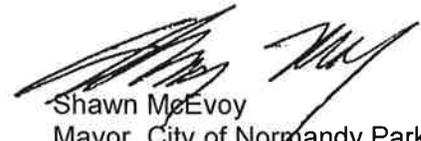
  
Scott Higgins  
Mayor, City of Camas

  
Margaret Harto  
Mayor, City of Covington

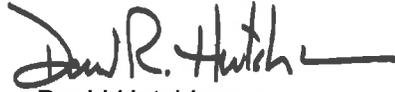
  
Skip Priest  
Mayor, City of Federal Way

  
Barry Johnson  
Mayor, City of Fife

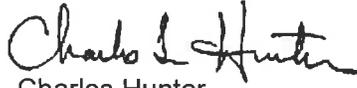
Tom Nelson  
Thomas Nelson  
Mayor, City of Lacey

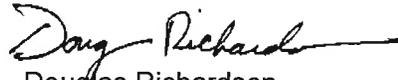
  
Shawn McEvoy  
Mayor, City of Normandy Park

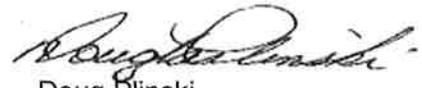
  
Bryon Monohon  
Mayor, City of Forks

  
David Hutchinson  
Mayor, City of Lake Forest Park

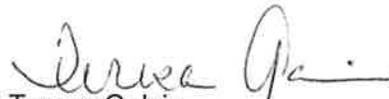
  
Jim Slowik  
Mayor, City of Oak Harbor

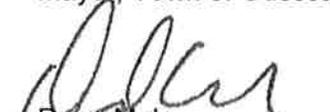
  
Charles Hunter  
Mayor, City of Gig Harbor

  
Douglas Richardson  
Mayor, City of Lakewood

  
Doug Plinski  
Mayor, Town of Odessa

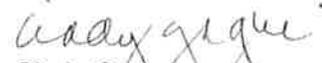
  
Norm Childress  
Mayor, City of Grandview

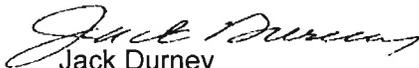
  
Teresa Galvin  
Mayor, Town of Latah

  
Doug Mah  
Mayor, City of Olympia

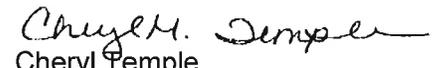
  
Barbara Harrer  
Mayor, Town of Harrah

  
Wendy Van Orman  
Mayor, City of Liberty Lake

  
Cindy Gagne  
Mayor, City of Omak

  
Jack Durney  
Mayor, City of Hoquiam

  
Kurt Anagnostou  
Mayor, City of Longview

  
Cheryl Temple  
Mayor, City of Orting

  
Mike Cassinelli  
Mayor, City of Ilwaco

  
Noel Gerken  
Mayor, City of Maple Valley

  
Michael Echanove  
Mayor, City of Palouse

  
David Baker  
Mayor, City of Kenmore

  
Jon Nehring  
Mayor, City of Marysville

  
Spencer Nichols  
Mayor, Town of Pe Ell

  
Steve Young  
Mayor, City of Kennewick

  
Jon Lane  
Mayor, City of Moses Lake

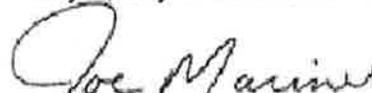
  
Alan Gould  
Mayor, City of Pomeroy

  
Suzette Cooke  
Mayor, City of Kent

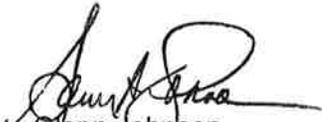
  
Jerry Smith  
Mayor, City of Mountlake Terrace

  
Lary Coppola  
Mayor, City of Port Orchard

  
Joan McBride  
Mayor, City of Kirkland

  
Joe Marine  
Mayor, City of Mukilteo

  
Paul Warden  
Mayor, City of Prosser

  
Glenn Johnson  
Mayor, City of Pullman

  
Don Gerend  
Mayor, City of Sammamish

  
James De Vere  
Mayor, Town of South Cle Elum

  
Kathy R. Turner  
Mayor, City of Puyallup

  
Terry Anderson  
Mayor, City of SeaTac

  
Mary B. Verner  
Mayor, City of Spokane

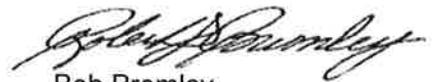
  
Jim Hemberry  
Mayor, City of Quincy

  
Mike McGinn  
Mayor, City of Seattle

  
Ron Lucas  
Mayor, Town of Steilacoom

  
Bob Jungar  
Mayor, City of Raymond

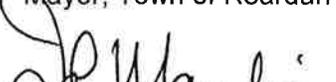
  
Mike Anderson  
Mayor, City of Sedro-Woolley

  
Bob Bromley  
Mayor, City of Sumas

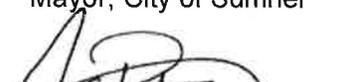
  
Sherman Johnson  
Mayor, Town of Reardan

  
Ken Hays  
Mayor, City of Sequim

  
David Enslow  
Mayor, City of Sumner

  
John Marchione  
Mayor, City of Redmond

  
John Tarrant  
Mayor, City of Shelton

  
Jim Restucci  
Mayor, City of Sunnyside

  
Denis Law  
Mayor, City of Renton

  
Keith McGlashan  
Mayor, City of Shoreline

  
Marilyn Strickland  
Mayor, City of Tacoma

  
John Fox  
Mayor, City of Richland

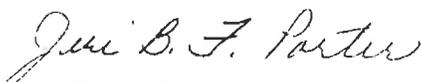
  
Karen Guzak  
Mayor, City of Snohomish

  
Stan Hall  
Mayor, City of Tieton

  
Ronald Onslow  
Mayor, City of Ridgefield

  
Matt Larson  
Mayor, City of Snoqualmie

  
Blaine Thorington  
Mayor, City of Toppenish

  
Jeri-Francisco Porter  
Mayor, City of Roslyn

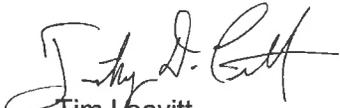
  
Wayne Hovde  
Mayor, City of Soap Lake

  
Jim Haggerton  
Mayor, City of Tukwila

  
Karen Yates  
Mayor, City of Roy

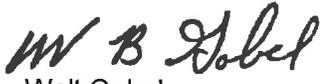
  
Peggy Levesque  
Mayor, Town of South Prairie

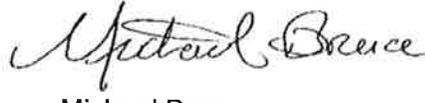
  
Debbie Klosowski  
Mayor, City of University Place

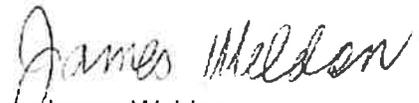
  
Tim Leavitt  
Mayor, City of Vancouver

  
Donna Noski  
Mayor, City of West Richland

  
Carla Nichols  
Mayor, Town of Woodway

  
Walt Gobel  
Mayor, City of Waitsburg

  
Michael Bruce  
Mayor, City of Westport

  
James Weldon  
Mayor, Town of Yacolt

  
Sean Guard  
Mayor, City of Washougal

  
Dave Acheson  
Mayor, Town of Winthrop

  
David Cooper  
Mayor, Town of Yarrow Point

  
Dennis Johnson  
Mayor, City of Wenatchee

cc: Senator Lisa Brown  
Senator Mike Hewitt  
Representative Frank Chopp  
Representative Richard DeBolt  
Senator Ed Murray  
Senator Joseph Zarelli  
Representative Ross Hunter  
Representative Gary Alexander





## State-Shared Revenues

State revenues distributed to local governments are driven by decades of past decisions on government operations. Without those past decisions, some local authorities could have been granted. Instead, cities have come to rely on these state funds.

There are various types of state-shared revenues: direct distributions (including liquor profits and taxes, SST Mitigation, Municipal Criminal Justice Account, and City-County Assistance Account); grants and loans (including Public Works Assistance Account, CERB, stormwater grants, Centennial Clean Water grants, Auto Theft Authority Prevention grants, etc.), and indirect funding through programs (such as Basic Health Plan, Disability Lifeline, State Crime Lab, etc.).

The following provides some explanation about the direct distributions and what your city received in FY 2010:

**Liquor Profits and Taxes** - Liquor board profits consist of the difference between revenue generated by the Washington State Liquor Control Board and the board's expenditures, specific revenues collected for a dedicated purpose, and administrative fees attributable to specific licensees that serve hard alcohol.

Revenues are generated from sales at state liquor stores, taxes collected on wine and beer manufacture and distribution, licensee fees, alcohol-related permit fees, penalties, and forfeitures. Liquor profits are divided among the state, counties, and cities. Cities get a 40 percent share, with an additional amount distributed to border-area cities. Cities also receive 28 percent of the liquor excise tax receipts.

To be eligible to receive liquor taxes and profits, a city must devote at least two percent of its distribution to support an approved alcoholism or drug addiction program.

**Streamlined Sales Tax Mitigation** - Distributed to approximately 98 cities depending upon sales tax revenue collection and distribution formula. This funding was part of an agreement between state and local government to mitigate for the significant shift in revenue resulting from taxing on sales based on destination.

**Municipal Criminal Justice Account** - Distributed ratably on a per-capita basis to all cities. In addition, some cities get additional distributions if they have a "high" or "violent" crime rate (determined by a particular percentage of the state-wide average rate).

**City-County Assistance Account** – Distributed to approximately 170 low-tax-base cities per sales tax collections, assessed value, and MVET backfill funding amounts.

<b>City</b>	<b>Muni Crim Justice</b>	<b>Liquor Profits</b>	<b>Liquor Taxes</b>	<b>SST Mitigation</b>	<b>City County Assist</b>	<b>Total Revenues</b>
Burien	\$135,349	\$242,258	\$156,888	\$0	\$0	\$534,495



# Connect and shape our future

Are you looking for another way to serve your community and influence the quality of life in our cities? Take a look at Washington state's and AWC's selection of boards, commissions and committees.

Washington state has over 200 boards and commissions that are responsible for advising the Governor, the Legislature, and state agencies. Sometimes a board or commission sets state policy and determines how the state's limited resources should be divided.

For elected officials, service on a board or committee also meets the community service requirement for achieving AWC's Advanced Certificate of Municipal Leadership.

Check out the **Governor's boards & commissions** at [www.governor.wa.gov/boards/default.asp](http://www.governor.wa.gov/boards/default.asp).

## **AWC boards & committees:**

- Audit Committee
- AWC Board of Directors
- Board Legislative Steering Committee
- Employee Benefit Advisory Committee
- Employee Benefit Trust Board of Trustees
- Education Advisory Committee
- Federal Legislative Committee
- Nominating Committee
- Small Cities Advisory Committee
- Resolutions Committee
- Risk Management Service Agency Board of Directors
- Risk Management Service Agency Operating Committee
- Workers' Comp Retro Advisory Committee
- Legislative Committees: City Fiscal Health & Flexibility, Economic Development & Quality Infrastructure, Flexible General Government Operations, Health Care, Healthy & Safe Communities, Land Use & Environmental Stewardship, Long-term Advocacy

**Your leadership makes a difference.  
So get involved and stay involved!**

## **Current state openings**

### **Forensic Investigations Council**

Oversees the state toxicology laboratory at the University of Washington; studies and recommends improvements in the death investigation system; and reports the findings to the Legislature.

More info: [www.governor.wa.gov/boards/profiles/1000219.asp](http://www.governor.wa.gov/boards/profiles/1000219.asp)

### **State Council on Aging**

The State Council on Aging has the powers to advise on matters pertaining to policies, programs, and services affecting older persons; create public awareness of the special needs and potentialities of older persons; and to provide for self-advocacy by older citizens of the state through sponsorship of training, legislative and other conferences, workshops, and such other methods as may be deemed appropriate.

More info: [www.agingwashington.org/state\\_council.htm](http://www.agingwashington.org/state_council.htm)

### **For more information**

To get involved look for announcements in *CityVoice* or contact Karen Tanner at [karent@awcnet.org](mailto:karent@awcnet.org).



# Join the AWC Board of Directors

The AWC Board of Directors is the association's governing body, responsible for guiding AWC's chief executive officer and staff in implementing policies, making policy decisions regarding AWC activities and programs, interpreting and applying AWC's Statement of Policy to various issues that arise during the year and other responsibilities.

The Board includes:

- A president, vice-president, immediate past president and past president
- One local elected official from each of the 14 AWC districts statewide, except for Seattle which has 2 seats on the board
- 2 local elected officials representing Western Washington at-large
- 2 local elected officials representing Eastern Washington at-large
- The president and past president of the Washington City/County Management Association

District positions are two-year terms (even-numbered districts are up for election in even years and odd-numbered districts in odd years) and the at-large and officer positions are one-year terms. The Board appoints elected city officials to fill the remainder of unexpired terms when Board vacancies occur.

For more information, visit our website at [www.awcnet.org/AboutUs/BoardofDirectors.aspx](http://www.awcnet.org/AboutUs/BoardofDirectors.aspx).

## How are AWC Board members elected?

The AWC's Nominating Committee puts out a call in December for interested candidates. After an interview process, the committee nominates a slate of candidates during AWC's annual business meeting. Nominations may also be made from the floor of the annual business meeting. Voting delegates from each city and town represented at the business meeting elect the Board members.

The annual business meeting takes place at AWC's annual conference in Vancouver, June 19-22, 2012.

## Applying for an AWC Board position

Any elected official from a board district with an open position can apply. An online application will be posted in December. You can look at responsibilities and qualifications now at [www.awcnet.org/AboutUs/Recruitments.aspx](http://www.awcnet.org/AboutUs/Recruitments.aspx).

Application deadline is April 14, 2012.

## Questions?

Contact AWC CEO Mike McCarty ([mikem@awcnet.org](mailto:mikem@awcnet.org)) or Teri Perrine ([terip@awcnet.org](mailto:terip@awcnet.org)) or call toll-free 1-800-562-8981 or (360) 753-4137.



# Elected officials education

## 2011

### **Council & citizen relations - Framing your conversation when emotions run high**

**November 30 – Webinar, 10–11 am**

Sometimes a highly-charged conversation with citizens can derail a productive council meeting. It takes skill to maintain decorum and keep the city's focus on the common good. Join us as we explore ways to keep citizens engaged and your meeting on-track.

### **Mayors Exchange**

**December 7 – Olympia**

AWC's Mayor Exchange provides mayors and city executives from throughout the state an opportunity to meet each other, discuss concerns and glean ideas and best practices from others. Discuss local trends and legislative challenges and how to get your community on board.

## 2012

### **Elected Officials Essentials Workshop**

**January & February**

Whether you are a new elected official or one who has been "in the trenches" for a while, this workshop provides timely, valuable information every elected official needs to know.

This workshop focuses on critical essentials and gives you high-performance leadership tools that help you work effectively as a council team.

You'll come away with understanding:

- Your legal obligations and liabilities
- Your position's statutory roles and responsibilities; and
- The critical strategies and relationships that drive effective local government leadership.

### **City Legislative Action Conference**

**January 25-26 – Olympia**

The City Legislative Action Conference, held during the legislative session, is our time to tell our story and educate legislators about critical municipal priorities, and make sure our voices are heard during the state budget discussions.

### **Labor Relations Institute**

**April 25-27 – Yakima**

The Labor Relations Institute offers timely and relevant training on human resources and labor relations topics tailored to the needs of Washington's public sector employers.

### **Annual Conference**

**June 19-22 – Vancouver**

AWC's Annual Conference blends quality education and plenty of networking, with a variety of opportunities for you to share your expertise and gather valuable tools to apply to your own community. It's the largest gathering of local elected officials in the state.

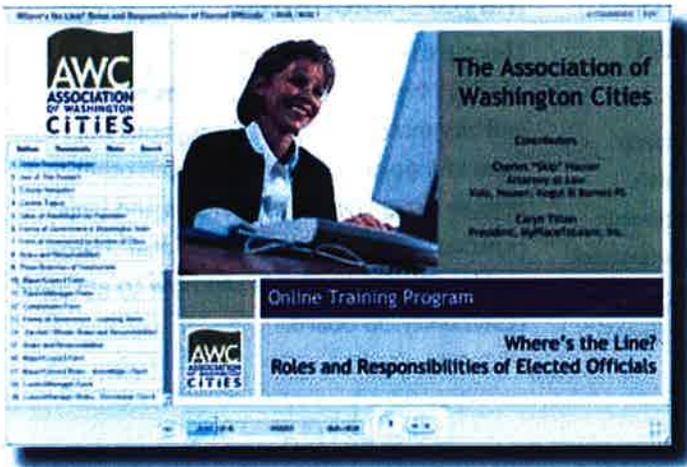


# Training opportunities

## Web-based learning for elected officials

### Where's the Line? Roles & Responsibilities of Elected Officials

Check out AWC's new on-demand learning! On-demand learning allows you to learn from your computer anywhere, anytime. *Where's the Line? Roles & Responsibilities of Elected Officials* touches on the key elements of effective local leadership and covers forms of government, elected official roles & responsibilities, meetings and more.



## Certificate of Municipal Leadership (CML)

Certificate of Municipal Leadership program provides mayors and councilmembers training to effectively operate within the law, plan for the future, secure and manage funds and foster community and staff relationships. Mayors and councilmembers are automatically registered for the CML program upon attending an AWC CML workshop. The CML program has two levels and are achieved by attending CML designated workshops.

## Never miss an opportunity to learn something new!

AWC also offers education in the area of health care and wellness, human resources and risk management.

## Need training dollars?

Check out AWC's Small City and Washington Cities scholarships.



Smartphone QR scan  
For more training and scholarship info at [awcnet.org](http://awcnet.org).

Dan Ashe, Director  
U.S. Fish and Wildlife Service  
1849 C Street, NW  
Mail Stop 3356  
Washington, DC 20240

November 3, 2011

Dear Director Ashe:

We, the undersigned agencies, organizations, and individuals, submit to you our concerns with the SMARxT pharmaceutical disposal program promoted by the U.S. Fish & Wildlife Service, PhRMA, and the APhA. We request that U.S. Fish & Wildlife Service immediately update the SMARxT household pharmaceutical disposal guidance to encourage the use of medicine take-back programs where available, and clarify that disposal of unwanted medicines in the household trash is a transitional measure until drug take-back systems are available to all communities.

The SMARxT program (<http://www.smarxtdisposal.net/>) recommends to consumers “*Be proactive and dispose of unused medicines in household trash*”. We appreciate that many years ago the USFWS initiated this public education program to reduce environmental pollution due to flushing leftover drugs. However, SMARxT now confuses the public because it conflicts with advice from local law enforcement, public health agencies, water quality agencies, solid waste agencies, as well as many community organizations that promote the use of secure medicine take-back programs as a better alternative to trash disposal. Many communities have ongoing medicine take-back programs for safe collection and environmentally sound disposal of leftover medicines, and the number of these programs is increasing. Some municipalities have local ordinances and solid waste acceptance rules which prohibit the disposal of pharmaceutical compounds in the garbage because they are striving to keep household hazardous waste out of solid waste landfills; yet SMARxT materials continue to be distributed to residents in those municipalities.

USFWS’s SMARxT trash disposal guidance is out-of-date and out-of-step with current medicine disposal guidances from other federal agencies, including the Food and Drug Administration, the Drug Enforcement Administration (DEA), the Environmental Protection Agency, and the White House Office of National Drug Control Policy. These agencies all support the use of medicine take-back programs as the safest method for disposal of leftover drugs, and they recommend trash disposal only if a take-back program is not available. The DEA’s preference for secure drug take-back programs, rather than trash disposal, is so strong that it has been organizing several National Prescription Drug Take-back Days – with one occurring on October 29, 2011.

Below is a summary of current medicine disposal guidelines from other federal agencies:

- **The White House Office of National Drug Control Policy** encourages citizens to “take advantage of community drug take-back programs or other programs, such as household hazardous waste collection events, that collect drugs at a central location for proper disposal.” The ONDCP recommends trash disposal only if no take-back program is available, in its Federal Guidelines for Proper Disposal of Prescription Drugs (October 2009), *see* [https://www.ncjrs.gov/pdffiles1/ondcp/prescrip\\_disposal.pdf](https://www.ncjrs.gov/pdffiles1/ondcp/prescrip_disposal.pdf).
- **The Drug Enforcement Administration** says “Unused prescription drugs thrown in the trash can be retrieved and abused or illegally sold...Take back programs are the best way to dispose of old drugs.” – *materials for DEA National Prescription Drug Take-back Day, April 30, 2011*.
- **The Food and Drug Administration** encourages the use of medicine take-back programs and currently advises that throwing specific drugs in the trash is so dangerous that they should be “flushed down the sink or toilet...when they cannot be disposed of through a drug take-back program.” *See:*

<http://www.fda.gov/Drugs/ResourcesForYou/Consumers/BuyingUsingMedicineSafely/EnsuringSafeUseofMedicine/SafeDisposalofMedicines/ucm186187.htm> .

- **The Environmental Protection Agency** “encourages the public:
  - to take advantage of pharmaceutical take-back programs or household hazardous waste collection programs that accept pharmaceuticals.
  - if there are no take-back programs near you, contact your state and local waste management authorities (the disposal of household waste is primarily regulated on the state and local levels) with questions about discarding unused pharmaceuticals, whether or not these materials meet the definition of hazardous waste”. See: <http://www.epa.gov/ppcp/faq.html#how> .

Finally, it is unacceptable that PhRMA—the brand name pharmaceutical manufacturers association—is actively using its partnership with U.S. Fish & Wildlife Service in SMARxT as a tool to defeat policy initiatives to create sustainable medicine take-back programs. PhRMA appears to have specifically targeted its promotion of SMARxT, using the USFWS’s name, to regions where legislation is under debate to require pharmaceutical manufacturers to provide financing for medicine take-back programs. PhRMA’s materials fail to recommend the use of medicine take-back programs where available, or provide confusing messages that indicate that trash disposal is better than using a take-back program. See an example of this confusing messaging in PhRMA’s TV spot which promotes the April 30, 2011 DEA Drug Take-back Event, but then advises consumers “not to wait” and to throw drugs in the trash: <http://www.phrma.org/issues/prescription-drug-abuse> .

We have appreciated the responsiveness of your staff in the Fisheries and Habitat Conservation program in taking steps toward addressing our concerns, but we now ask USFWS to take immediate actions to bring the SMARxT program in line with the medicine disposal guidance promoted by all other federal agencies, and by local law enforcement and local governments. The public should be directed to use secure medicine take-back programs where available in their communities, and to dispose of medicines in the trash only as a last resort where allowed by local ordinances. Thank you for your work to protect our environment and our citizens.

Sincerely,

Kitsap County Health District  
Bremerton, WA

Chief Gary Jenkins  
Pullman Police Department, WA

Public Health – Seattle & King County  
Seattle, WA

Sheriff Bill Benedict  
Clallam County, WA

Snohomish Health District  
Everett, WA

Sheriff Steve Boyer  
Kitsap County, WA

Tacoma-Pierce County Health Department  
Tacoma, WA

Lieutenant Jim Kelly  
Pierce County Sheriff’s Department, WA

Association of Northwest Pharmacies  
Edmonds, WA

Sheriff John Snaza  
Thurston County, WA

Bartell Drug Company  
Seattle, WA

Coalition for Safe Medication Disposal  
Tompkins County, NY

Veora M. Little, CRNA, Volunteer Coordinator  
Operation Medicine Cabinet, and  
Drug Free Collier, Collier County Sheriff's  
Office  
Collier County, Florida

Marlin Hartman  
Kendall County Solid Waste Coordinator  
Yorkville, IL

Ed Gottlieb, Industrial Pretreatment Coordinator  
Ithaca Area Wastewater Treatment Facility, NY

City of Wyoming Clean Water Plant  
Wyoming, MI

UW-Extension Solid & Hazardous Waste  
Education Center  
Milwaukee, WI

Lara Sim, Chair  
California Sharps Coalition

Product Policy Institute  
Athens, GA

Product Stewardship Institute  
Boston, MA

Washington State PTA  
Tacoma, WA

SAMA - Science and Management of  
Addictions Foundation  
Seattle, WA

Washington Association for Substance Abuse  
and Violence Prevention

Compassion & Choices of Washington  
Seattle, WA

Washington Chapter American Academy of  
Pediatrics  
Seattle, WA

Washington State Hospice & Palliative Care  
Organization  
Federal Way, WA



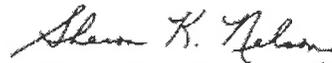
Adam Kline, State Senator, 37<sup>th</sup> Legislative  
District, Seattle, WA



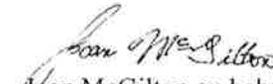
Kevin Van De Wege, State Representative, 24<sup>th</sup>  
Legislative District, Sequim, WA



Maralyn Chase, State Senator, 32<sup>nd</sup> Legislative  
District, Shoreline, WA.



Sharon Nelson, State Senator, 34<sup>th</sup> Legislative  
District, Maury Island, WA. Chair, Senate  
Environment, Water, and Energy Committee



Mayor Joan McGilton on behalf of the Burien  
City Council  
Burien, WA

Board of Commissioners, Thurston County, WA  
Cathy Wolfe, District 1  
Sandra Romero, District 2  
Karen Valenzuela, District 3

Eastside Community Network  
Fall City, WA

Snoqualmie Valley Community Network  
Carnation, WA

Wahkiakum Community Network  
Cathlamet, WA

Zero Waste Washington  
Seattle, WA

Seattle Public Utilities  
Seattle, WA

Jay Watson, PhD, Program Administrator  
Local Hazardous Waste Management Program  
in King County, WA

INND (Institute of Neurotoxicology &  
Neurological Disorders)  
Seattle, WA

Steve Brachman  
Milwaukee, WI

Dan Connolly  
Seattle, WA

Darci Donovan  
Duvall, WA

Derek Franklin, MA, LMFT  
Mercer Island, WA

Stevan Gressitt, M.D.  
Founding Director, International Institute for  
Pharmaceutical Safety  
Augusta, ME

Sarah Habel  
Lacey, WA

Joel Hadfield, RPh BCPS  
Edmonds, WA

Tamra Ingwaldson  
Crime Victim Advocate  
Kitsap County, WA

Gordon Kenny, Teacher  
Centralia High School  
Centralia, WA

Paula Matthyse  
Fall City, WA

Dave Perrin  
Bellevue, WA

Dr. Dave Peters  
Seabeck, WA

Greg Sambrano  
Kennewick, WA

David Stitzhal, MRP  
Full Circle Environmental, Inc.  
Seattle, WA

Janis Swoboda  
Kennewick, WA

Ellen Termine  
Centralia, WA

Cc: Gil Kerlikowske, Director, White House Office of National Drug Control Policy

Encl: Medicine Disposal Guidelines from Federal Agencies: ONDCP, DEA, FDA, and EPA.



# Proper Disposal of Prescription Drugs

## ***Federal Guidelines:***

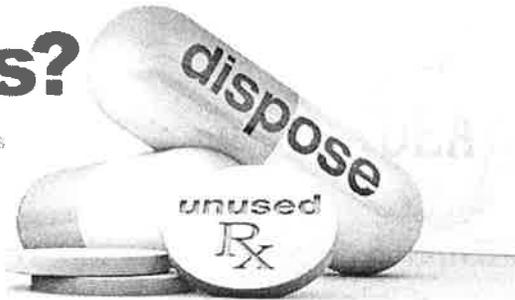
- ❖ Do not flush prescription drugs down the toilet or drain unless the label or accompanying patient information specifically instructs you to do so. For information on drugs that should be flushed visit the [FDA's website](#).
- ❖ To dispose of prescription drugs not labeled to be flushed, you may be able to take advantage of community drug take-back programs or other programs, such as household hazardous waste collection events, that collect drugs at a central location for proper disposal. Call your city or county government's household trash and recycling service and ask if a drug take-back program is available in your community.
- ❖ If a drug take-back or collection program is not available:
  1. Take your prescription drugs out of their original containers.
  2. Mix drugs with an undesirable substance, such as cat litter or used coffee grounds.
  3. Put the mixture into a disposable container with a lid, such as an empty margarine tub, or into a sealable bag.
  4. Conceal or remove any personal information, including Rx number, on the empty containers by covering it with black permanent marker or duct tape, or by scratching it off.
  5. Place the sealed container with the mixture, and the empty drug containers, in the trash.



# Got Drugs?

Most abused prescription drugs  
come from family and friends.  
You could be a drug dealer  
and not even know it.

Visit [www.dea.gov](http://www.dea.gov) or call  
800-882-9539 for more information.



## Got Drugs?

- Unused or expired prescription medications are a public safety issue, leading to accidental poisoning, overdose, and abuse.
- Pharmaceutical drugs can be just as dangerous as street drugs when taken without a prescription or a doctor's supervision.
- The non-medical use of prescription drugs ranks second only to marijuana as the most common form of drug abuse in America.
- The majority of teenagers abusing prescription drugs get them from family and friends—and the home medicine cabinet.
- Unused prescription drugs thrown in the trash can be retrieved and abused or illegally sold. Unused drugs that are flushed contaminate the water supply. Proper disposal of unused drugs saves lives and protects the environment.
- Take-back programs are the best way to dispose of old drugs. But if a program is not available:
  - › Take the meds out of their bottles;
  - › Mix them with something unappealing like used kitty litter or coffee grounds;
  - › Seal them in a bag or disposable container, and throw that away.
- For more information on prescription drug abuse, go to:
  - › [www.dea.gov](http://www.dea.gov)
  - › [www.getsmartaboutdrugs.com](http://www.getsmartaboutdrugs.com)
  - › [www.justthinktwice.com](http://www.justthinktwice.com)



[Home](#) > [Drugs](#) > [Resources for You](#) > [Information for Consumers \(Drugs\)](#)

## Drugs

### Disposal of Unused Medicines: What You Should Know

#### Topics on this Page

- Overview
- Frequently Asked Questions
- List of Medicines Recommended for Disposal by Flushing

#### Overview

Medicines play an important role in treating many conditions and diseases, but when they are no longer needed it's important to dispose of them properly to avoid harm to others. Below, we list some disposal options and some special disposal instructions for you to consider when throwing out expired, unwanted, or unused medicines.

#### Medicine Take-Back Programs

Medicine take-back programs for disposal are a good way to remove expired, unwanted, or unused medicines from the home and reduce the chance that others may accidentally take the medicine. Contact your city or county government's household trash and recycling service to see if there is a medicine take-back program in your community and learn about any special rules regarding which medicines can be taken back. You can also talk to your pharmacist to see if he or she knows of other medicine disposal programs in your area.

#### Disposal in Household Trash

If no medicine take-back program is available in your area, consumers can also follow these simple steps to dispose of most medicines in the household trash:<sup>1</sup>

- Mix medicines (do NOT crush tablets or capsules) with an unpalatable substance such as kitty litter or used coffee grounds;
- Place the mixture in a container such as a sealed plastic bag; and
- Throw the container in your household trash

#### Flushing of Certain Medicines

There is a small number of medicines that may be especially harmful and, in some cases, fatal in a single dose if they are used by someone other than the person the medicine was prescribed for. List of medicines recommended for disposal by flushing. For this reason, a few medicines have specific disposal instructions that indicate they should be flushed down the sink or toilet when they are no longer needed and when they cannot be disposed of through a drug take-back program. When you dispose of these medicines down the sink or toilet, they cannot be accidentally used by children, pets, or anyone else.

You may have also received disposal directions for these medicines when you picked up your prescription. If your medicine is on this list, and you did not receive information containing disposal instructions along with your dispensed prescription, you can find instructions on how to dispose of the medicines at DailyMed<sup>1</sup>, by searching on the drug name, and then looking in one of the following sections of the prescribing information:

- Information for Patients and Caregivers
- Patient Information
- Patient Counseling Information
- Safety and Handling Instructions
- Medication Guide

FDA remains committed to working with other Federal agencies and medicine manufacturers to develop alternative, safe disposal policies. Below is some additional information about flushing medicine that is no longer needed. If you have additional questions about disposing of your medicine, please contact us at 1-888-INFO-FDA (1-888-463-6332).

### **How is the disposal of unused pharmaceuticals regulated by the US EPA?**

The Resource Conservation and Recovery Act (RCRA) is a federal law controlling the management and disposal of solid and hazardous wastes produced by a wide variety of industries and sources. The RCRA program regulates the management and disposal of hazardous pharmaceutical wastes produced by pharmaceutical manufacturers and the health care industry. Under RCRA, a waste is a hazardous waste if it is specifically listed by the EPA or if it exhibits one or more of the following four characteristics: ignitability, corrosivity, reactivity and toxicity.

### **How do I properly dispose of unwanted pharmaceuticals?**

In February 2007, the White House Office of National Drug Control Policy issued the first consumer guidance for the Proper Disposal of Prescription Drugs (pdf, 1pp, 95 KB) [EPA Disclaimer](#) . Proper disposal of drugs is a straightforward way for individuals to prevent pollution.

RCRA does not regulate any household waste, which includes medications/pharmaceutical waste generated in a household. While discarded pharmaceuticals under the control of consumers are not regulated by RCRA, EPA encourages the public:

- \* to take advantage of pharmaceutical take-back programs or household hazardous waste collection programs that accept pharmaceuticals
- \* If there are no take-back programs near you,
  - \* contact your state and local waste management authorities (the disposal of household waste is primarily regulated on the state and local levels) with questions about discarding unused pharmaceuticals, whether or not these materials meet the definition of hazardous waste
  - \* follow any specific disposal instructions that may be printed on the label or accompanying patient information



# Burien

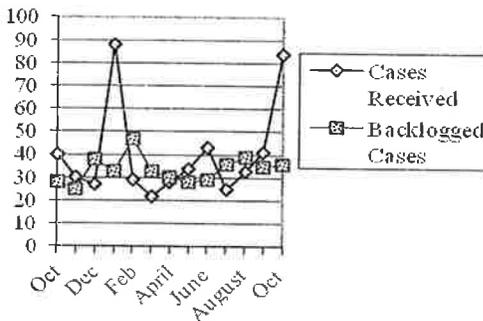
Washington, USA

## CITY OF BURIEN MEMORANDUM

**DATE:** November 1, 2011  
**TO:** Mike Martin, City Manager  
**FROM:** Cynthia Schaff, Paralegal  
**RE:** October 2011 Citizen Action Report

This report reflects the caseload for September and includes all backlog cases open as of October 31, 2011. As of that date, there were 72 open cases. 36 of the open cases are more than five weeks old and are considered backlog. There were 84 cases opened during the month of October; 51 cases initiated by staff/police, and 33 cases initiated by residents.

**Citizen Action Case Status**



	Oct	Nov	Dec	Jan '11	Feb	March	April	May	June	July	August	Sept	Oct
<b>Cases Received</b>	40	30	27	88	29	22	28	34	43	25	33	41	84
<b>Backlogged Cases</b>	28	25	38	33	47	33	30	28	29	36	39	35	36
<b>Total Open Cases</b>	68	51	55	74	72	47	48	50	66	59	66	62	72
<b>% of Backlog</b>	41%	49%	69%	45%	65%	70%	63%	56%	44%	61%	59%	56%	50%

As usual, please let me know if you have any questions or suggestions for additional improvements to this report.

**Cc:** Scott Greenberg, Community Development Director  
 Jim Bibby, Code Compliance Officer  
 Henry McLaughlan, Administrative Sergeant  
 Craig Knutson, City Attorney  
 Michael Lafreniere, Parks Director  
 Jan Vogee, Building Official  
 Steve Roemer, Acting Public Works Director



# Monthly Report to the City Manager

## Citizen Action Request Case Status

Report Date: 11/01/2011

Days Old	Department	CAR #	Date Received	Nature of Request	Complaint Information	Last Action	Date	Status
1075	City Attorney	CAR-08-0409	11/21/2008	Parking	13430 1ST AV SW Vehicles / Weythman	Other - See Notes	08/17/2011	Open
568	Building	CAR-10-0132	04/12/2010	Building	10826 ROSEBERG AV S Building, Hernandez	Other - See Notes	07/20/2011	Open
568	Code Enforcement	CAR-10-0161	04/12/2010	Nuisance	12663 16TH AV S Nuisance-Johnson	Phone Call	03/14/2011	Open
561	Code Enforcement	CAR-10-0191	04/19/2010	Nuisance	1221 S 116TH ST Nuisance-Glen	Enforcement Letter 2	10/31/2011	Open
560	Planning	CAR-10-0208	04/20/2010	Planning / Zoning	804 SW 122ND ST Zoning-Puloka	Other - See Notes	06/16/2010	Open
383	Planning	CAR-10-0508	10/14/2010	Planning / Zoning	12067 5TH AV S Zoning, Grading, ADU-Ennis-Zone 2	Phone Call	12/08/2010	Open
370	Planning	CAR-10-0520	10/27/2010	Illegal Dumping	1240 SW 124TH ST Illegal Dumping - Ventoza - Zone 1	Other - See Notes	07/12/2011	Open
258	Code Enforcement	CAR-11-0117	02/16/2011	Nuisance	13115 12TH AV S Nuisance, B/L-Hernandez-Zone 2	Enforcement Letter 1	10/12/2011	Open
182	Code Enforcement	CAR-11-0174	05/03/2011	Nuisance	12411 DES MOINES MEMORIAL DR S Nuisance, Garbage, Vehicles-Souffront-Zone 2	NOV Issued	10/20/2011	Open
166	Fire Department	CAR-11-0206	05/19/2011	Fire Department Issue	1223 SW 128TH ST Fire Dept.-Amber Glo-Zone 1	Case Received	05/19/2011	Open
145	Code Enforcement	CAR-11-0213	06/09/2011	Nuisance	18460 4TH AV S Nuisance-Martinez-Zone 4	Case Received	06/09/2011	Open

Days Old	Department	CAR #	Date Received	Nature of Request	Complaint Information	Last Action	Date	Status
140	Code Enforcement	CAR-11-0221	06/14/2011	ROW Issue	16234 15TH AV SW ROW Alley/Business License-Hansel Const.-Zone 3	Enforcement Letter 2	10/13/2011	Open
140	Code Enforcement	CAR-11-0287	06/14/2011	Nuisance	318 SW 126TH ST Nuisance-Beltran-Zone 1	Site Investigation	08/09/2011	Open
139	Police	CAR-11-0222	06/15/2011	Other	14925 22ND AV SW ROW, Signage, B/L-Church-Zone 1	Phone Call	07/21/2011	Open
132	Fire Department	CAR-11-0233	06/22/2011	Fire Department Issue	Fire Alarm System-HiPointer Condos-Zone 4	Case Received	06/22/2011	Open
113	Planning	CAR-11-0265	07/11/2011	Critical Area Concerns	16641 6TH AV SW Illegal Dumping-Grahn-Zone 3	Other Letter	10/04/2011	Open
110	Code Enforcement	CAR-11-0266	07/14/2011	Sign Violation	910 SW 152ND ST Sign Violation, No B/L-B-Town Burgers-Zone 3	Enforcement Letter 1	07/22/2011	Open
109	Code Enforcement	CAR-11-0269	07/15/2011	Nuisance	11860 12TH AV S Vegetation/Trash/Vacant-Fannie Mae-Zone 1	Case Received	07/16/2011	Open
104	Code Enforcement	CAR-11-0279	07/20/2011	Nuisance	14404 5TH AV S Nuisance-Fleming-Zone 4	Phone Call	09/13/2011	Open
83	Building	CAR-11-0304	08/10/2011	Other	13825 DES MOINES MEMORIAL DR S Grading Permit-Haberzettl-Zone 4	Site Investigation	08/23/2011	Open
82	Code Enforcement	CAR-11-0373	08/11/2011	Fire Department Issue	12808 AMBAUM BL SW Fire Dept-Curiosity Corner-Zone 1	Case Received	10/01/2011	Open
75	Public Works	CAR-11-0306	08/18/2011	ROW Issue	2115 SW 174TH ST ROW Parking-Taylor-Zone3	Case Received	08/18/2011	Open
70	Code Enforcement	CAR-11-0305	08/23/2011	Nuisance	11037 26TH AV S Nuisance,Vacant-Wood-Zone 2	Case Received	08/24/2011	Open

Days Old	Department	CAR #	Date Received	Nature of Request	Complaint Information	Last Action	Date	Status
64	Code Enforcement	CAR-11-0318	08/29/2011	Nuisance	14230 8TH AV S Nuisance-Singh-Zone 4	Case Received	08/29/2011	Open
60	Planning	CAR-11-0323	09/02/2011	Planning / Zoning	15310 1ST AV S ADU - Dragon Pearl - Zone 4	Case Received		
55	Building	CAR-11-0341	09/07/2011	Building	1011 SW 151ST ST Bldg Permit - Southgate Masonic Temple-Zone 3	Other - See Notes	09/01/2011 10/16/2011	Open Open
54	Code Enforcement	CAR-11-0357	09/08/2011	Nuisance	243 S 187TH ST Nuisance/trash-Weikart-Zone 4	Case Received	09/08/2011	Open
53	Planning	CAR-11-0340	09/09/2011	Tree Cutting - ROW	16428 29TH PL SW Tree Cutting-Matteo-Zone 3	Phone Call	10/12/2011	Open
50	Code Enforcement	CAR-11-0335	09/12/2011	Drainage	Private Drainage-Alpha Phase I Condos-Zone 1	Case Received	09/12/2011	Open
49	Code Enforcement	CAR-11-0342	09/13/2011	Nuisance	11728 14TH AV S Nuisance- Winston-Zone 2	Case Received	09/13/2011	Open
49	Building	CAR-11-0355	09/13/2011	Building	812 S 132ND ST Bldg.Permit-Singh-Zone 2	Case Received	09/13/2011	Open
47	Code Enforcement	CAR-11-0343	09/15/2011	Nuisance	16015 12TH AV SW Nuisance - Beasley - Zone 3	Case Received	09/15/2011	Open
43	Building	CAR-11-0347	09/19/2011	Building	224 S 118TH CT Building Permit - Bui - Zone 2	Phone Call	10/28/2011	Open
41	Code Enforcement	CAR-11-0350	09/21/2011	Nuisance	635 SW 133RD ST Nuisance, Vehicle Repair-Sessler-Zone 1	Case Received	09/21/2011	Open
39	Code Enforcement	CAR-11-0359	09/23/2011	Nuisance	12605 16TH AV S Nuisance-Wie-Zone 2	Case Received	09/23/2011	Open
28	Code Enforcement	CAR-11-0378	10/04/2011	Nuisance	11014 26TH AV S Nuisance, vehicles, trash etc-Nuisance-Zone 2	Case Received	10/04/2011	Open

Days Old	Department	CAR #	Date Received	Nature of Request	Complaint Information	Last Action	Date	Status
27	Code Enforcement	CAR-11-0384	10/05/2011	Housing Concerns	648 S 159TH ST Housing-Murray-Zone 4	Case Received	10/06/2011	Open
26	Code Enforcement	CAR-11-0383	10/06/2011	Nuisance	234 SW 118TH ST Nuisance-Frayo-Zone 1	Case Received	10/06/2011	Open
21	Code Enforcement	CAR-11-0386	10/11/2011	Planning / Zoning	Zoning-Parking Lot-Zone 1 Parcel # 3744600409	Case Received	10/11/2011	Open
18	Code Enforcement	CAR-11-0390	10/14/2011	Business License	116 SW 153RD ST Business License-Cutz-Zone 3	Case Received	10/14/2011	Open
18	Code Enforcement	CAR-11-0393	10/14/2011	Business License	16631 16TH AV SW Business License-Custom Child Care-Zone 3	Case Received	10/14/2011	Open
18	Building	CAR-11-0399	10/14/2011	Critical Area Concerns	16705 MAPLEWILD AV SW Critical Area House-Johnson/Justin-Zone 3	Case Received	10/14/2011	Open
18	Code Enforcement	CAR-11-0427	10/14/2011	Business License	115 S 156TH ST B/L-Century Auto Rentals-Zone 4	Case Received	10/14/2011	Open
18	Code Enforcement	CAR-11-0438	10/14/2011	Business License	120 S 160TH ST Business License-Blockbuster-Zone 4	Phone Call	10/27/2011	Open
14	Code Enforcement	CAR-11-0416	10/18/2011	Business License	1850 S 120TH ST Business License-US Bank-Zone 2	Case Received	10/24/2011	Open
14	Code Enforcement	CAR-11-0423	10/18/2011	Business License	13646 1ST AV S B/L-Maaco Auto Painting & Bodyworks-Zone 1	Case Closed	10/21/2011	Open
14	Code Enforcement	CAR-11-0440	10/18/2011	Business License	15830 1ST AV S Business License-Wireless Retailers-Zone 4	Case Received	10/27/2011	Open

Days Old	Department	CAR #	Date Received	Nature of Request	Complaint Information	Last Action	Date	Status
13	Code Enforcement	CAR-11-0406	10/19/2011	Business License	250 SW 153RD ST Business License-El Unicornio Zone 3	Case Received	10/19/2011	Open
15	Code Enforcement	CAR-11-0439	10/17/2011	Business License	12000 DES MOINES MEMORIAL DR S Business License-The Pizza Source-Zone 2	Case Received	10/27/2011	Open
13	Code Enforcement	CAR-11-0434	10/19/2011	Business License	14235 AMBAUM BL SW Business License-Gogal Town Car-Zone 1	Case Received	10/19/2011	Open
11	Code Enforcement	CAR-11-0411	10/21/2011	Nuisance	136 SW 129TH ST Vegetation - Herod-Warner-Zone 1	Case Received	10/21/2011	Open
11	Code Enforcement	CAR-11-0426	10/21/2011	Business License	641 SW 153RD ST B/L-Gano Excel - Zone 3	Case Received	10/21/2011	Open
8	Code Enforcement	CAR-11-0413	10/24/2011	Fire Department Issue	15821 1ST AV S Fire Issue & B/L-Huff Motor-Zone 3	Case Received	10/24/2011	Open
8	Code Enforcement	CAR-11-0414	10/24/2011	Business License	121 SW 158TH ST Business License-Pretty Paws-Zone 3	Case Received	10/24/2011	Open
8	Code Enforcement	CAR-11-0417	10/24/2011	Business License	1402 SW 144TH PL Business License-Affordable Drywall-Zone1	Case Received	10/24/2011	Open
8	Code Enforcement	CAR-11-0443	10/24/2011	Housing Concerns	15823 6TH AV SW Vacant House, Police-Hunt-Zone 3	Case Received	10/27/2011	Open
7	Code Enforcement	CAR-11-0418	10/25/2011	Nuisance	12817 10TH AV S Vehicles - Sohrabi - Zone 2	Case Received	10/25/2011	Open
7	Code Enforcement	CAR-11-0445	10/25/2011	Business License	1045 SW 132ND ST Business License-White Cleaning-Zone 1	Case Received	10/25/2011	Open

Days Old	Department	CAR #	Date Received	Nature of Request	Complaint Information	Last Action	Date	Status
6	Code Enforcement	CAR-11-0428	10/26/2011	Housing Concerns	638 S 159TH ST Housing, Electrical-Boteler-Zone 4	Case Received	10/26/2011	Open
6	Code Enforcement	CAR-11-0444	10/26/2011	Business License	15505 1ST AV S Business License-Hair Trends-Zone 3	Case Received	10/27/2011	Open
6	Code Enforcement	CAR-11-0446	10/26/2011	Business License	16259 SYLVESTER RD SW Business License-Dr. Jackson, Rm #404-Zone 3	Case Received	10/27/2011	Open
5	Code Enforcement	CAR-11-0430	10/27/2011	Business License	14821 1ST AV S Business License-Denny's-Zone 3	Case Received	10/27/2011	Open
5	Code Enforcement	CAR-11-0431	10/27/2011	Business License	13642 OCCIDENTAL AV S Business License-Beaumont-Zone 2	Other - See Notes	10/28/2011	Open
5	Code Enforcement	CAR-11-0432	10/27/2011	Business License	625 SW 153RD ST Business License-Red Wing-Zone 3	Case Received	10/27/2011	Open
5	Code Enforcement	CAR-11-0433	10/27/2011	Business License	237 SW 152ND ST Business License-Monster Gaming-Zone 3	Case Received	10/27/2011	Open
5	Code Enforcement	CAR-11-0435	10/27/2011	Business License	660 SW 152ND ST Business License-El Meson-Zone 3	Case Received	10/27/2011	Open
5	Code Enforcement	CAR-11-0436	10/27/2011	Sign Violation	121 SW 152ND ST Sign Permit-Kristina Nails-Zone 3	Case Received	10/27/2011	Open
5	Code Enforcement	CAR-11-0441	10/27/2011	Business License	11632 24TH AV S Business License-Umbrella Concrete-Zone 2	Case Received	10/27/2011	Open
4	Code Enforcement	CAR-11-0448	10/28/2011	Nuisance	1400 SW 144TH PL Nuisance, Swim Pool-Hoang-Zone 1	Case Received	10/28/2011	Open

Days Old	Department	CAR #	Date Received	Nature of Request	Complaint Information	Last Action	Date	Status
3	Code Enforcement	CAR-11-0450	10/29/2011	Sign Violation	12803 AMBAUM BL SW Sign Issue-Fiesta Del Mar-Zone 1	Case Received	10/29/2011	Open
1	Code Enforcement	CAR-11-0451	10/31/2011	Nuisance	16421 MARINE VIEW DR SW Motorhome -Iverson- Zone 3	Case Received	10/31/2011	Open

**CITY OF BURIEN, WASHINGTON**

**Art Commission  
MEETING MINUTES**

**Date:** May 24, 2011

**Time:** 6:30 p.m.

**Arts Commission Members Present:**

- |   |   |   |
|---|---|---|
| <input type="checkbox"/> Shelley Brittingham      | <input checked="" type="checkbox"/> Shelli Park     | <input checked="" type="checkbox"/> Virginia Wright |
| <input checked="" type="checkbox"/> Donna DiFiore | <input checked="" type="checkbox"/> Michael O'Neill |   |
| <input checked="" type="checkbox"/> Andrea Reay   | <input checked="" type="checkbox"/> Chloe Bjordahl  |   |
| <input checked="" type="checkbox"/> Robbie Howell | <input checked="" type="checkbox"/> Debbie Thoma    |   |

**Staff Present:**

Gina Kallman, Cultural Arts Supervisor  
Debbie Zemke, Recreation Manager

**Guests:**

Marcia Holland, CEO Outcomes Unlimited

**Minutes**

Meeting called to order. Minutes are approved.

Speaker Marcia Holland Presented: **Dynamic Commission/ Important Work**, an hour workshop covering basic skills and responsibilities for commissioners/volunteers in regards to running productive meetings and working with the public and council.

**AREAS OF FOCUS REPORT**

**Arts Education** — Banner project— A scavenger hunt celebrating the banners and 153<sup>rd</sup> businesses was done at the April 30<sup>th</sup> Clean sweep event and over 20 people participated (numbers were a bit low due to the rainy day).

--Highline School District--Shelli shared information with the commission about the Highline School District. At the May HSD board meeting a Proclamation was read announcing May as Arts Education Month. Shelli also made a statement to the HSD Board on behalf of the Burien Arts Commission in support of the district adopting the draft of the Arts Education Policy.

**Public Art**—Thomas Lindsey Project—At this time the Thomas Lindsey sculpture at Seahurst Park is being evaluated by the artist to decide the feasibility of moving the sculpture to the chosen site, as well as to assess the lifespan of the sculpture.

**Arts and Economic Development**— Donna thanked the members for volunteering for the committee and she will call a meeting in June. Donna will send new rosters out to rest of committee.

**WSAA Cultural Congress**—Robbie attended the April Culture Congress at Skamania and shared her experiences with the Commission. She was most impressed with a discussion of Northwestern Mayors, including Mayor Joan McGilton, about how the arts help local economies.

The meeting was adjourned.



**CITY OF BURIEN, WASHINGTON**

**Art Commission  
MEETING MINUTES**

**Date:** July 26, 2011

**Time:** 6:30 p.m.

**Arts Commission Members Present:**

- |   |  |   |
|---|--|---|
| <input checked="" type="checkbox"/> Shelley Brittingham | <input type="checkbox"/> Shelli Park               | <input checked="" type="checkbox"/> Virginia Wright |
| <input checked="" type="checkbox"/> Donna DiFiore       | <input type="checkbox"/> Michael O'Neill           |   |
| <input type="checkbox"/> Andrea Reay                    | <input checked="" type="checkbox"/> Chloe Bjordahl |   |
| <input checked="" type="checkbox"/> Robbie Howell       | <input type="checkbox"/> Debbie Thoma              |   |

**Staff Present:**

Gina Kallman, Cultural Arts Supervisor  
Debbie Zemke, Recreation Manager

**Guests:**

Maureen Hoffmann, Resident

**Minutes**

Meeting called to order. May minutes are approved.

**Discussion: Developing effective on-line communication for Arts Commission. Discussion postponed until August when full arts commission present.**

**Biking Burien**—Maureen Hoffmann discussed a project to bring more bike racks into Burien. Funding possibilities include the Cove to Clover fund raiser and local businesses. Maureen has been cataloging all the bike racks in the city to see where the need is. Some could be basic bike racks, others could be artist designed. She is also researching bike programs at other cities. Shelley suggested that parks properties would be the perfect location for bike racks. Debbie volunteered to get Maureen an inventory of bike racks at the parks. One thought was to have Dale Copeland at Puget Sound Skills Center build a bike rack with his students for their 2012 project. Maureen asked if the arts commission could provide any support. This question can be addressed by the public art committee.

**AREAS OF FOCUS REPORT**

**Arts Education** –no report at this time.

**Public Art**—The Thomas Lindsey sculpture at Seahurst Park will be deaccessioned at the request of the artist and the owner, 4 Culture. The work will be taken down when the park construction begins, at a time to be determined. Gina will write press releases to let the community know about the sculpture. The Public Art Committee will also be working with 4 Culture to come up with a new sculpture for the park. The arts commission discussed having a

party for the sculpture when it is taken down with a circle theme... donut ceremony, bagels, life savers, circle dances, Shelley volunteered to chair the party

**Arts and Economic Development**— Since the beginning of 2011 there has been three meetings of this committee. Donna asked for help with the leadership of the committee.

**Discover 153<sup>rd</sup>** --Donna reported on the 153<sup>rd</sup> enhancement committee that she serves on. Discussion has been on public art, as many on the committee feel that “Public art could be what enlivens the street”. With 95 businesses on the street there has been lots of discussion about parking as well.

**Arts Crush** – Shelley is on the committee for Arts Crush, and is hoping to help get communities outside of Seattle to be a hub for the program. The project was started a bit too late but hopefully Burien could be a hub community for 2011 or 2012. The event is in October and helps market the arts by offering unique and free arts programs. Would the city arts groups want to create a one day city arts tour? Could art docents lead tours or people tour on their own? Is there an entity who could organize for October 2011?

**City Visioning Process Update**-- Virginia reported on the addition of arts and culture to the city’s final vision by the council thanks to the support of the local arts community. The Burien City Council was very supportive of the efforts of the arts community.

**Arts Commission Grant timeline**—The grant applications are due Friday, August 19, 2011. Gina will have the application binders available for the committee on Tuesday, August 30<sup>th</sup>. The committee is Donna, Debbie, Virginia, Andrea, and Robbie. The grant panel will meet for interviews on September 15<sup>th</sup> and will take their recommendations to the September 27<sup>th</sup> Arts Commission meeting.

## **STAFF REPORT**

**Pros Plan information**-- Debbie reported on the PROS plan updating that is currently happening. This updating will help the allocation of funding for Parks, Recreation and Open Space planning. There will be a community open house in July.

**Burien Culture HUB**—Virginia and Gina reported on a change to the arts and culture brochure. For 2012 the hope is that the brochure will turn into a web presence with a website, facebook page, monthly e-news, twitter feeds and Flickr page. The plan is to launch in October.

The meeting was adjourned.

**CITY OF BURIEN, WASHINGTON**

**Art Commission  
MEETING MINUTES**

**Date:** August 23, 2011

**Time:** 6:30 p.m.

**Arts Commission Members Present:**

- |   |   |   |
|---|---|---|
| <input checked="" type="checkbox"/> Shelley Brittingham | <input checked="" type="checkbox"/> Shelli Park     | <input checked="" type="checkbox"/> Virginia Wright |
| <input type="checkbox"/> Donna DiFiore                  | <input checked="" type="checkbox"/> Michael O'Neill |   |
| <input checked="" type="checkbox"/> Andrea Reay         | <input checked="" type="checkbox"/> Chloe Bjordahl  |   |
| <input checked="" type="checkbox"/> Robbie Howell       | <input checked="" type="checkbox"/> Debbie Thoma    |   |

**Staff Present:**

Gina Kallman, Cultural Arts Supervisor

**Guests:**

Maureen Hoffmann, Resident

**Minutes**

Meeting called to order. Minutes are approved.

**Special Presentation**

Burien Arts—Burien Arts board members Linda Dougherty and Sybil Davis spoke about the possible upcoming programs by Burien Arts. The organization has existed since 1960 and hopes to find a space in Downtown Burien for a gallery in the next year with the help of Storefront Seattle. They have also been talking to Arts Corps about the possible collaboration to create a summer arts camp. Burien Arts plans to continue their Shakespeare in the Park program, do more grant writing, and continue to advocate for the arts.

BA has been meeting with Matthew Richter from Storefront Seattle about bringing this program to Burien. The program fills empty storefronts with art, galleries, or artists studios, and this would be their first project outside of Seattle. Storefront Seattle is excited about the possibilities in Burien! Storefront Seattle would utilize two empty storefronts-- one space being a gallery run by BA, the other a space run by Storefront Seattle that would showcase their roster of artists. The fee to bring Storefront Seattle to Burien would be \$6,600. Utilities, upgrades to space, etc would fall to Burien Arts, and they are hoping to make it happen by January 2012.

**Discussion: Developing effective on-line communication for Arts Commission.**

Virginia explained the communications tools that will be available to the Arts Commissioners in the next few months and how to use them. The hope is that these new tools will help uncluttered the commissioners e-mail boxes. The commission discussed e-mail, a new website (just for the commission) and a public Facebook page. The plan is to have Virginia maintain these sites. The website can be used to send out information, manage meetings, minutes, agendas; etc Shelley asked that that we look into public forum issues...what can be discussed via e-mail. These options could be very helpful for sharing resources. Virginia will send a password out in the next week.

## **AREAS OF FOCUS REPORT**

**Arts Education** –committee to meet soon

**Public Art**—The commission discussed the Dollar Store mural project. At this time the owner of the Dollar Store building has been contacted and is interested in having a mural installed on the west wall. The owner is talking to the renter (Dollar Store) and will be in contact soon. Maureen Hoffmann spoke about getting more bike racks into Burien, especially artist designed bike racks. She is involved with a local bike group, the B-Townies, and this is a project they are working on. Gina will set up a meeting with the public art committee for Maureen to talk about possible funding for bike racks.

**Arts and Economic Development**— No report at this time. Shelley will talk to Donna about this committee and future plans.

**Arts and Culture Grants**—The interviews for the applicants will be September 13<sup>th</sup>. The committee will then take their recommendations to the Arts Commission at the September meeting. The approved recommendations will then be taken to the City Council for their approval.

**LAA**—Virginia and Shelley discussed the last LAA meeting. Storefront Seattle gave a presentation. There was an explanation of LAA and how they function. LAA is an organization run by 4 Culture of Local Arts Agencies and 4 Culture runs bi-monthly meetings that provide networking and information.

## **STAFF REPORT**

**Arts and Culture HUB**—Virginia spoke about the Burien HUB that is being developed. The HUB will be a combination of web based communication tools to help spread the word about arts activities in the Burien area. This could include a website, Facebook, e-news, twitter, etc. The hope is that the project could be launched before 2012. This project will replace the Arts and Culture Guide.

The meeting was adjourned.

**CITY OF BURIEN, WASHINGTON**

**Art Commission  
MEETING MINUTES**

**Date:** September 27, 2011

**Time:** 6:30 p.m.

**Arts Commission Members Present:**

<input checked="" type="checkbox"/> Shelley Brittingham	<input checked="" type="checkbox"/> Shelli Park	<input checked="" type="checkbox"/> Virginia Wright
<input checked="" type="checkbox"/> Donna DiFiore	<input checked="" type="checkbox"/> Michael O'Neill	
<input checked="" type="checkbox"/> Andrea Reay	<input checked="" type="checkbox"/> Chloe Bjordahl	
<input checked="" type="checkbox"/> Robbie Howell	<input checked="" type="checkbox"/> Debbie Thoma	

**Staff Present:**

Debbie Zemke, Recreation Manager

**Guests:**

Maureen Hoffmann, Resident

**Minutes**

Meeting called to order by Chair Virginia Wright. The August 23 minutes were approved.

**SPECIAL PRESENTATION: 2012 Arts and Culture Grants** -Shelley Brittingham

Shelley summarized the panel's recommendations from their September 15 meeting and distributed a document listing the proposed allocations. She also provided related information, noting that there was:

- A total of \$53,110 in requests with \$25,000 to allocate.
- Two new applicants who submitted proposals.
- An agreement to have grant recipients provide 1 ticket (for paid performances) so that a Commissioner could attend and complete an evaluation. The need for Commissioners to directly observe and understand what the City is funding was acknowledged.
- Agreement that current Arts and Culture Fund application priorities and criteria be revisited and updated as part of the Commission's 2012 work plan.

Donna also commended the review effort, recognizing that recommendations ended up preserving 2011 funding allocation levels for five organizations as well as providing some funding to the new applicants.

After additional discussion, Robbie made a motion to accept the panel's recommendations. Donna seconded. Motion passed.

### Effective Communications for Arts Commissioners

Virginia mentioned some possibilities to help the Commissioners deal with the volume of communications, especially e-mail. More information is forthcoming.

### AREAS OF FOCUS REPORTS

#### **Arts Education** –Shelli Park/Debbie Thoma

Debbie met with Stefan Nelson, Cultural Arts Supervisor for the Highline School District. Gina will be coordinating a meeting between Shelli, Debbie and Stefan so that the Arts Commission can learn what arts education needs are most significant to the District and how we can help.

#### **Public Art**-Andrea Reay

Andrea reported that the Dollar Store is receptive to the installation of a mural on their store's wall that faces 4<sup>th</sup> Ave SW. The actual Dollar Store business is a tenant. The property owner has given tentative approval, as long as they can be involved in mural design and graffiti will be controlled. Andrea emphasized that community involvement and participation will be a key component of this project, which is planned for spring, 2012.

#### **Arts and Economic Development**—Donna DiFiore

Donna attended the new 153<sup>rd</sup> Street stakeholders meeting at City Hall that was convened by Dick Loman, Economic Development Manager. A consultant has been hired to work with the business owners and other community stakeholders to brainstorm ideas for enhancing the streetscape.

Public art was identified as having a strong potential to provide some visual unity on the street. Donna reported that the businesses attending the meeting had a very positive response to having public art. There are approximately 95 businesses on 153<sup>rd</sup>. These businesses suggested that the art banners be relocated to a street to where they could be noticed more, since their size is too small considering the street's scale. 153<sup>rd</sup> St. is a very different street than 152<sup>nd</sup> St. because it's much wider and doesn't have that intimate feel. Kinetic art on the lights poles might be a good option to consider.

Donna also informed the Commission that she'll no longer be able to lead this committee. Virginia said that another Commissioner will be able to assume these duties.

#### **Arts and Culture HUB**—Virginia Wright

- A meeting is proposed for October 11th; Virginia is hoping to get more groups on board after they see the opportunities available. NWAA & Burien Arts are on board. Highline Historical Society doesn't feel a need to participate. Heritage news, however, will still be included.
- The Facebook page is up but not live. Twitter feed is already launched. A website is also being designed.
- Need 25 groups to sign up for it. Virginia is gathering names for a mailing list.
- Virginia's asking the arts groups to fund it as a marketing piece for their organization. Cost would be \$250 a year. Virginia said "We haven't done a full court press yet. It'll take quite a bit for me to accept for that the groups will say "no".

- Artists, arts-related businesses, arts activities that happen INSIDE of local businesses will also be encouraged to participate.

**LAA—Shelli Park/Virginia Wright**

The meeting was held at the new Shoreline City Hall and Shelli commented that there is an “unbelievable amount of public art in the facility, including galleries on all of the floors.” The Shoreline/Lake Forest Park Arts Council is a non-profit that also receives funding from the cities of Shoreline and Lake Forest Park. The Arts Council has a permanent collection that’s available to be moved to different portable locations, which is something Burien might wish to consider in the future.

There was a discussion by 4 Culture as to whether the current system of funding all local arts agencies with sustained support should continue. Currently they’re funding 260 different agencies. Most likely, budgeted funds will still be allocated, but the amount per LAA won’t go up and could go down. Emphasis will be on quality not quantity. There’s a continued emphasis on collaborations and partnerships, in addition to the need to bring in new demographics and audiences. It was acknowledged that most groups have space and sustainability challenges and 4 Culture is interested in assisting. Innovation in programming will always be supported (i.e., having concerts in a car parking lot to connect with different audiences, etc.)

Pulling in the Digital Arts is an obvious step forward. Redmond already is doing a Digital Arts festival. Andrea shared information about the amazing MIT Media Lab that was set up in a location for immediate participation. Something like this would be a perfect fit for Storefront Art. Scott Schaeffer’s new project is an example on how these efforts can work at the local community level.

**STAFF REPORT**

Everyone commended the fantastic Arts-A-Glow event along with the event coordination skills of Arts Supervisor Gina Kallman. The event was so diverse and incredibly organized that those who attended felt that “we were so proud of Burien.” Gina will schedule a debriefing meeting soon. Chloe and Andrea also have feedback to share on the Procession.

Debbie Zemke reported that New Start High School approached the City about collaboration for an outdoor music area. Gina will be meeting with New Start and Puget Sound Skills Center staff to explore possibilities. Debbie encouraged those interested to contact Gina.

**OTHER**

Virginia recently attended a Burien Arts networking meeting. Burien Arts Board President Linda Dougherty shared some special event banner/sign application and permit information from the city. Although rules are strict, it appears that enforcement is sketchy and more reactive to citizen complaints.

The Hi Liners “Chicago” production had significantly less ticket sales than anticipated. Some Commissioners wondered if this play might not be the best match for a children’s’ performance. However, it was clarified that most of the cast were either high school or college students.

Robbie Howell is now a member of the Washington State Arts Alliance. Chloe Bjordahl will coordinate volunteers for the upcoming 20/20 event.

Michael made a motion to adjourn the meeting. Virginia seconded. Meeting adjourned.



Business & Economic Development Partnership  
August 12, 2011  
7:00 – 8:30 a.m.

Burien City Hall  
400 SW 152<sup>nd</sup> Street, 3<sup>rd</sup> Floor  
Miller Creek Conference Room

### Minutes

Present: Carmen Moore, Ryan Adams, Judy Coovert, David Elliott, Bob Ewing, Kevin Fitz, Jim Hughes, Paul Smith, Suzanne Greive.

Excused absence: Lynn Wallace, Mark Minium, Bryan Suter, Lindsay White

Guests: Councilmember Jerry Robison, JJ Greive, and Liz Giba

Staff: Mike Martin, City Manager; Dick Loman, Economic Development Manager

#### **Presenter: Paul Fuesel, Principal KPG**

Paul Fuesel presented a PowerPoint display and generally brought the members up to date on the 153<sup>rd</sup> Street promotion initiative. The city is partnering with Discover Burien to develop a comprehensive plan to promote the 153<sup>rd</sup> Street corridor as a unique destination in Burien. The PowerPoint and discussion was identical to the presentation Paul made to the city council on Monday, August 1<sup>st</sup>.

Minutes from July 8 and 22, 2011 were approved with the correction to July 22<sup>nd</sup> Minutes that Suzanne Greive was in attendance.

#### **Chair's Report**

Carmen reported that Mark Ufkes had been contacted to speak to the BEDP, but declined to do so. There may be an opportunity later in the year for BEDP to meet with the White Center Chamber of Commerce.

#### **City Manager's Report**

Mike Martin indicated that the question of annexation was taking a good deal of his time. Tentative planning is in process. Mike indicated that perhaps additional staff of about 25 people (non-management) plus additional police would probably suffice to govern the annexation area. This is far less than the City of Seattle's projections. Next, Mike discussed the progress being made with the Port of Seattle concerning NERA and the possibility of creating an Auto Mall, rather than develop 100% of the property with cargo facilities. He passed out a copy of the letter recently sent from Toyota Corporate to the Port Commissioners, expressing their interest in the NERA location and especially the Lora Lake land.

Mike concluded by briefing everyone on conversations he is having with our public school principals. What he is learning is that every school has different challenges and needs. There is no universal solution. Each has to be individually addressed. Principals know exactly what has to be done.

**Economic Manager Report**

Dick discussed the major economic initiatives currently being pursued by the City and how they are meant to complement one another to re-energize the downtown commercial development.

**Discover Burien Report**

No report this month.

**Round the Table**

Suzanne Greive asked about the Minutes of July 22<sup>nd</sup> be corrected to show her present. Also, Suzanne suggested that we invite Shannon Hernandez McIntyre to a BEDP meeting. Everyone else passed.

Next Meeting: Friday, August 26<sup>th</sup>, 7 AM, City Hall

Burien Business and Economic Development Partnership  
Study Session

Date: August 26, 2011

Time: 7:00am to 8:30am

Members Present: Ryan Adams, David Elliott, Kevin Fitz, Suzanne Greive, James Hughes, Carmen Moore, Paul Smith, Lindsay White, Judy Coovert, Lynn Wallace, Bryan Suter

Excused Absentees: Mark Minium, Bob Ewing

Staff Attendees: None

Guests: J.J. Greive

Discussion of comments made at Monday, August 22<sup>nd</sup> City Council Study Session:

- Police review of crime statics. Calls are up since Area X annexation however Area Y is similar to Burien currently.
- There's no know gang hub in Area Y compared to Seattle or Kent
- Financials report: the city budget will hit the wall in 2013 without annexation; with annexation and the additional revenue from the state that wall moves to 2023. Concerns regarding Olympia going into Special Session for additional expense reduction.

Comments from participants:

- There seems to be no compelling reasons from an Economic Development standpoint to support annexation
- Fiscal report doesn't adequately represent B & O Taxes
- City hasn't communicated an adequate financial plan that can support a larger community
- City has expressed there inability to effectively work with the minority business community
- Encourage structured conversations with property owners, business and community leaders
- Concerns expressed about City's stewardship of the overlay project

If annexation moves forward BEDP would like to see a plan of action regarding economic development. Plan should include:

- Communication with Area Y community regarding taxation, what's the Plan B, if state funding falls below projections
- How are social services going to be funded for an area with significant need?
- How does the City get to a revenue neutral position?
- What is the worst case scenario regarding the financials and what is the plan to address should that scenario begin to arise?

- This is the largest commitment that the city has made in its history with the least amount of public comment (public process). The City has a larger responsibility to the existing businesses than to the unincorporated area.
- Why is King County not bringing some of their savings funds to the table to encourage annexation for the City?

Update received on the status of Wah Long's liquor license renewal. The committee will look to review the city's nuisance business policy in a future study session.

Invitation extended to committee members to participate in the Corridor Committee for the Rapid Ride F Line on September 14<sup>th</sup>, follow up with Lisa Clausen for additional information.

Discussion of 153<sup>rd</sup> revitalization project: primary concern is parking and reaching out to high impact businesses such as Angelo's for comment. Follow up meeting is scheduled for August 30<sup>th</sup> in the evening.

BEDP's quarterly report was presented and submitted on August 15<sup>th</sup>.

Next meeting is Friday, September 9th at 7am Burien City Hall

Business & Economic Development Partnership  
September 9, 2011  
7:00 – 8:30 a.m.

Burien City Hall  
400 SW 152<sup>nd</sup> Street, 3<sup>rd</sup> Floor  
Miller Creek Conference Room

### Minutes

Present: Ryan Adams, Judy Coovert, Kevin Fitz, Suzanne Greive, Jim Hughes, Mark Minium, Lynn Wallace, and Lindsay White

Excused absence: Carmen Moore, Bob Ewing, David Elliot, Bryan Suter, and Paul Smith

Guests: Councilmember Gordon Shaw; Marco Milanese, Port of Seattle; Katie Salinas & Will Ibershof, Waste Management; Shannon McIntyre Hernandez, Sea Real Investments

Staff: Mike Martin, City Manager; Dick Loman, Economic Development Manager

**Presenters: Rodolfo Romero Hernandez, Co-owner, Sea Real Investments**

Rodolpho Hernandez and Shannon Hernandez focus on helping the Latino community get through the large number of bank foreclosure actions currently pending in Burien and South King County in general. The happier half of their business involves helping U.S. investors find property in Mexico, especially for retired individuals. Retirement money goes a lot further in the beach communities of Mexico, which historically have been considered very safe.

Rodolfo went on to emphasize the large number of foreclosed properties and short sales in Burien and how few have been sold, creating a significant “shadow” market here. He and other real estate people are working on a State level to introduce legislation that would require bank-owned properties to be well maintained and prohibit claims for deficiency against homeowners who agree to a “short sale.” He left detailed written handouts with the BEDP members (see attached). He closed by saying that the best way to reach the Latino community was through the Latino businessmen.

**Chair’s Report**

Carmen Moore was unable to attend today’s meeting and Kevin Fitz, Vice Chair, opened the meeting. Minutes for August 12 and 26, 2011 were approved as written. He also reported that Paul Smith has written Carmen requesting an excused absence from BEDP meetings between September 26 through December 8, 2011.

**City Manager's Report**

Mike Martin announced that approximately 30 resumes were submitted in connection with recruiting Dick Loman's successor. Six interviews are planned for next Tuesday and Wednesday. The plan is to ask the various groups that interact with the City to appoint one or two members to an employment committee tentatively scheduled to meet at 9:00 a.m. on September 19. Lynn Wallace and Suzanne Greive volunteered to represent the BEDP. Both the Chair and Vice Chair are not available toward the end of September.

Mike again mentioned his work with individual Highline school principals to identify practical, effective ways the City could help with the educational challenges here, especially in preschool and early grade youngsters, many of whom are from Latino or low-income families.

**Economic Manager Report**

Dick Loman thanked everyone for their support over the years. Dick is retiring on September 30<sup>th</sup> after serving ten years as Burien's Economic Development Manager.

**Discover Burien Report**

Jim Hughes reported that Nancy Hinthorne has resigned as interim executive director of Discover Burien. Gina Bourdage, Administrative Coordinator, Debra George, Event Coordinator, and Board President Brian Frederick and former President Lori Alden are all working together pending the appointment of a new Executive Director.

**Round the Table**

Ryan Adams suggested that the City look into an ordinance similar to those recently enacted by several cities in California, requiring owners of foreclosed properties to maintain them in a neat and orderly way. More discussion was held on "Shadow Market."

Next Meeting: Friday, September 23<sup>rd</sup>, 7 AM, City Hall



# Burien

*Washington, USA*

15811 Ambaum Blvd SW, Suite C, Burien, WA 98166

Phone: (206) 241-4647 • FAX (206) 248-5539

[www.burienwa.gov](http://www.burienwa.gov)

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**DATE:** October 31, 2011  
**FOR RELEASE:** Immediately  
**CONTACT:** City Manager's Office, (206) 248-5508

## RESCHEDULED

**CITY OF BURIEN  
BURIEN BUSINESS AND ECONOMIC DEVELOPMENT PARTNERSHIP  
MEETING DATE CHANGES  
NOTICE**

The Burien Business and Economic Development Partnership November meetings have been rescheduled and will be held at 7:00 a.m. on November 4, 2011 and November 18, 2011 at the Burien City Hall, Miller Creek Conference Room, 3<sup>rd</sup> Floor SW.

cc: Burien City Council  
Burien Staff  
B-Town Blog  
Burien Daily  
Discover Burien  
Highline Times  
King County/Burien Public Library  
Seahurst Post Office  
Web site: [www.burienwa.gov](http://www.burienwa.gov)  
White Center Now



# Burien

*Washington, USA*

400 SW 152nd, Suite 300, Burien, WA 98166  
Phone: (206) 241-4647 • FAX (206) 248-5539  
[www.burienwa.gov](http://www.burienwa.gov)

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**DATE:** November 3, 2011  
**FOR RELEASE:** November 5 and November 12, 2011  
**CONTACT:** Finance Department  
Telephone: (206) 439-3150

## 2011-2012 MID-BIENNIAL BUDGET REVIEW PUBLIC HEARING NOTICE

The City of Burien will hold a public hearing on Monday, November 14, 2011, for the purpose of:

**Receiving the publics' comments on revenue sources, including a possible up to a 1% increase in property tax revenue, and expenditures for the 2011-2012 Mid-Biennial Budget review and amendments.**

The hearing will be in the Burien Council Chambers at 400 SW 152<sup>nd</sup> St., at approximately 7:00 p.m. Copies of the 2011-2012 Mid-Biennial Budget Review are available and can be obtained by calling the Finance Department at (206) 439-3150.

*Sign language and communication in alternate format can be arranged given sufficient notice. Please contact the City Clerk's office at (206) 248-5517.*

###

Published in The Seattle Times: November 5, 2011 and November 12, 2011  
The Highline Times: November 11, 2011

cc: Burien City Council  
Burien Staff  
Discover Burien  
B-Town Blog  
Burien Daily

Highline Times  
King County/Burien Public Library  
Web site: [www.burienwa.gov](http://www.burienwa.gov)  
White Center Now



# Burien

*Washington, USA*

400 SW 152nd, Suite 300, Burien, WA 98166

Phone: (206) 241-4647 • FAX (206) 248-5539

[www.burienwa.gov](http://www.burienwa.gov)

**DATE:** November 3, 2011  
**FOR RELEASE:** November 5, 2011  
**CONTACT:** Public Works Department  
Telephone: (206) 248-5521

## CITY OF BURIEN PUBLIC HEARING NOTICE

The City of Burien will hold a public hearing on Monday, November 14, 2011, for the purpose of:

**Receiving public comments on the 2012 through 2017 Six-Year Transportation Improvement Program (TIP).**

The public is encouraged to participate by providing the Council with their comments on the 2012-2017 Transportation Improvement Program. The primary importance of the Six (6) Year Transportation Improvement Program is that, in most cases, local projects must be included in the TIP to be eligible for state and federal grant programs.

The hearing will be in the Council Chambers at Burien City Hall, 400 SW 152<sup>nd</sup> Street, at approximately 7:00 p.m.

*Sign language and communication in alternate format can be arranged given sufficient notice. Please contact the City Clerk's office at (206) 248-5517.*

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Published in The Seattle Times: November 5, 2011  
The Highline Times: November 11, 2011

cc: Burien City Council  
Burien City Staff  
Burien Library  
B-Town Blog  
Discover Burien

Highline Times  
Seahurst Post Office  
Web site: [www.burienwa.gov](http://www.burienwa.gov)  
White Center Now  
Burien Daily

**CITY OF BURIEN, WASHINGTON**

**REQUEST FOR PROPOSALS  
FOR  
JANITORIAL SERVICES OF CITY FACILITIES**

Burien Parks & Recreation Dept. is seeking proposals for janitorial services for two (2) facilities. Notice of Intent to submit a proposal is requested by November 10, 2011. Proposals must be submitted by 1:00 p.m. on Monday, November 21, 2011. Proposal-related documents may be obtained at [www.burienparks.net](http://www.burienparks.net) or by calling 206-988-3700.

Published in the Daily Journal of Commerce: November 7, 2011

Published in the Seattle Times: November 7, 2011



# Notice of Decision

City of Burien 400 SW 152<sup>nd</sup> Street (Suite 300) Burien, Washington 98166

Date	November 8, 2011
Applicant	Han Phan, PE, for Thanh Trang, Property Owner
Proposal	Short Plat One Residential Lot Into Two
File No.	PLA 11-1468
Location	11650 25 <sup>th</sup> Avenue South, Burien, WA
Tax Parcel No.	092304-9245
Decision	Preliminary Approval with Conditions
Appeals	The City of Burien has issued the decision described above. Parties of record may appeal this decision to the Hearing Examiner pursuant to Burien Municipal Code Section 2.20.020. The deadline for filing a written Notice of Appeal with the City Clerk is prior to 5:00 p.m. on <b>November 22, 2011</b> . Copies of the "Notice of Appeal" document may be obtained at the Department of Community Development. There is a non-refundable filing fee of \$287.80 for the submittal of an appeal. For more information please contact the project planner (see below).
Property Tax Revaluation	Affected property owners may request a change in valuation for property tax purposes notwithstanding any program of revaluation. For more information, please contact the King County Assessor's Office at (206) 296-7300.
Project Planner	Art Pederson, LEED AP Department of Community Development City of Burien 400 SW 152 <sup>nd</sup> Street (Suite 300) Burien, WA 98166 Phone: (206) 436-5576 E-Mail: artp@burienwa.gov
Attachments	Conditions of Approval and Development Standards (see staff report)

## CONDITIONS OF APPROVAL

Based on the Findings of Fact and Conclusions and Attachments to the staff report, the application is approved subject to the following applicable regulations and project specific conditions:

1. This application is subject to the applicable requirements contained in the Burien Municipal Code (including but not limited to the Zoning Code, Building Code and Fire Code), the 2009 King County Surface Water Design Manual, as amended, and the 2008 Burien Road Standards. It is the responsibility of the applicant to ensure compliance with the various provisions contained in these documents. Attachment 3, Development Regulations, is provided with this report to familiarize the applicant with some of the additional requirements not specifically addressed in this document that may apply to this proposal and any future development. This attachment does not include all of the additional requirements. When a condition of approval below conflicts with a development requirement in Attachment 3, the condition of approval shall be followed (Conclusion II.D.1).
2. Prior to submitting the Final Plat application the applicant shall:
  - a. Modify the final plat map according to the Development Engineer's comments Numbers 1 and 2 as outlined in the Memorandum dated October 3, 2011 (Attachment 4 and Conclusion II.D.3).
  - b. Install all required plat improvements such as utilities, drainage infrastructure, lot access, and street improvements.
  - c. Frontage improvements shall consist of 5-6 feet pavement widening, curb and gutter, new storm drain system and full overlay will be required along the project frontage on 26<sup>th</sup> Ave South in accordance with 2008 Burien Road Standards. (Note: all work in the public right-of-way to install the above requires the applicant to comply with the general Public Works standards and apply for and obtain Right-of-Way Use Permits (Conclusions II.D.3 and II.D.5).
  - d. Make all Public Works required changes to engineered drawings (Attachment 4 and Conclusion II.D.3).
  - e. Demonstrate to the Fire Marshall that the Fire Department condition of approval has been met (Attachment 6). Provide documentation to the project planner that Fire Department approval has been received.
3. Prior to recording the approved final plat the applicant shall:
  - a. Pay the fee in lieu of providing 390 square feet of recreation space on the property for one new lot. The fee shall be based on the current assessed value per square foot for the one new lot multiplied by 390 [square feet] (Conclusion II.D.7).
4. Prior to the issuance of a building permit for any dwelling on newly created Lot 2, the applicant shall pay a Transportation Impact Fee as set forth in BMC 19.35 (see Conclusion II.D.9).