



CITY COUNCIL REGULAR MEETING AGENDA

June 2, 2014

7:00 p.m. – Regular Meeting

PAGE NO.

- | | | | |
|---|---|---------------------|--|
| 1. CALL TO ORDER | | 3. ROLL CALL | |
| 4. AGENDA CONFIRMATION | | | |
| 5. PUBLIC COMMENT | Individuals will please limit their comments to two minutes on general issues not on the agenda. Concerns will be referred to staff for a response as appropriate and will be included in the next City Manager's Report. The Council will take comments for a maximum of 20 minutes. | | |
| 6. CORRESPONDENCE FOR THE RECORD | a. Email Dated April 8, 2014, from Anne Armstrong with Response from Maiya Andrews, Public Works Director, Regarding Thought You Might Be Interested. | 3. | |
| | b. Email Dated May 4, 2014, from Paul D. Grucza with Response from Craig Knutson, City Attorney, Regarding Several Concerns. | 5. | |
| | c. Letter Dated May 14, 2014, from John R. Dzubay Regarding Improving Burn Efficiency in Oil Heated Municipal Buildings. | 7. | |
| | d. Email Dated May 15, 2014, from Dorene Carrel with Response from Liz Olmstead, Planner, Regarding Proposed Elimination of #139 Burien Bus. | 25. | |
| | e. Email Dated May 15, 2014, from Rev. Marilyn Redmond Regarding Thank You for Rebuilding the Theater for BAT. | 27. | |
| | f. Email Dated May 16, 2014, from Terry O'Brien Regarding Rebuilding Theatre. | 29. | |
| | g. Email Dated May 19, 2014, from Chestine Edgar Regarding Burien's Economic Development Plan. | 31. | |
| | h. Email Dated May 20, 2014, from Tukwila Pantry Regarding Tukwila Pantry Up-Coming Event. | 33. | |
| | i. Letter Dated May 22, 2014, from Linda K. Reece Regarding Metro Bus Route #139. | 35. | |
| 7. CONSENT AGENDA | a. Approval of Check Register: Numbers 37701 – 37804 in the Amounts of \$1,081,893.57 for Payment on June 2, 2014, and Payroll Salaries and Benefits Numbers 6138 - 6147 for Direct Deposits and Wire Transfers in the Amount of \$244,807.22 for May 1 - 15, 2014, Paid on May 20, 2014. | 37. | |
| | b. Approval of Minutes: Regular Meeting, May 19, 2014. | 55. | |
| | c. Motion to Adopt Ordinance No. 604, Approving the Vacation of Westridge – 10 Subdivision. | 61. | |
| | d. Motion to Approve Proclamation Recognizing Flight Pattern Kids and Declaring June 16 as Toxics Awareness Week. | 69. | |

COUNCILMEMBERS

Lucy Krakowiak, Mayor
Lauren Berkowitz

Bob Edgar, Deputy Mayor
Gerald F. Robison Nancy Tosta

Stephen Armstrong
Debi Wagner

8. BUSINESS AGENDA

- a. Presentation of Police Service Awards to Officers. 71.
- b. Presentation of the 2013 Annual Police Report Summary. 101.
- c. Discussion of Proposed King County Metro Bus Route Reductions and Cuts. 111.
- d. Public Hearing and Discussion on the 2015 through 2020 Six-Year Transportation Improvement Program. 127.
- e. Discussion on City Council Meeting Guidelines, Council Meeting Schedule and Council Term Limits. 173.
- f. Review of Council Proposed Agenda Schedule. 178.
- g. City Manager's Report.

9. COUNCIL BUSINESS

10 ADJOURNMENT

Carol Allread

From: Carol Allread
Sent: Wednesday, May 21, 2014 2:30 PM
To: Public Council Inbox
Subject: FW: Staff follow-up requested: CFTR Thought you might be interested

From: Maiya Andrews
Sent: Tuesday, May 20, 2014 5:24 PM
To: Carol Allread
Subject: RE: Staff follow-up requested: CFTR Thought you might be interested

Upon receiving this request, it was assigned to Angela Gallardo, our Stormwater Technician, to investigate. Angela has been in contact with Ms. Armstrong, who provided some history of the problem, and is looking into possible solutions. This site is also listed in our 2012 Drainage Master Plan as a potential CIP. A project to alleviate the concerns will be recommended to Council for inclusion in the next Biennial Budget's CIP program. Angela will continue to work with Ms. Armstrong and neighboring property owners on cost effective solution ideas that will satisfy the local residents.

From: Public Council Inbox
Sent: Thursday, April 10, 2014 10:50 AM
To: Maiya Andrews
Subject: Staff follow-up requested: CFTR Thought you might be interested

From: Anne Armstrong [<mailto:anne.armstrong@yahoo.com>]
Sent: Tuesday, April 08, 2014 6:57 PM
To: Public Council Inbox
Cc: John Kosh; Colette Casavant; dh zooms; Kristi Moen; Howard Williamson
Subject: Thought you might be interested

CFTR: 6/2/14

Staff follow-up: Maiya Andrews,
Public Works Director



The above is a picture taken on a typically rainy day in Burien. The street is SW 165th between 16th and 19th in Gregory Heights.

As you can see, we had a lake complete with ducks swimming in what we fondly refer to as "Lake Gregory".

In 2009, our neighborhood was offered a plan to put in swales. The plan was rejected by some of the neighbors but many of us wanted it. Unfortunately, we were told that if even one neighbor objected, we would not get the swales. However, we WERE told that despite the rejection, we would definitely get our street repaired because of all the lakes that occur every time we have any real rainfall. It is now 2014 and that promise has never even been addressed as far as we know. On top of that, we already had a sinkhole developing at the west end of the street. Had we not reported this, it most likely would have collapsed. Our fear is that there may be several such sinkholes in the making. Any chance that the City Council will keep it's promise to our neighborhood and repair our street?

Sincerely,

Anne Armstrong
1617 SW 165th St.
Burien, WA 98166
(206) 244-5157

CONFIDENTIALITY NOTICE: This e-mail message, including any attachments, is for the sole use of the intended recipient(s) and may contain confidential and privileged information protected by law. Any unauthorized review, use, disclosure or distribution is prohibited. If you are not the intended recipient, please contact the sender by reply e-mail and destroy all copies of the original message.

City Attorney
City of Burien
(206) 248-5535
craigk@burienwa.gov
www.burienwa.gov

From: Paul [<mailto:paulgrucza@comcast.net>]
Sent: Sunday, May 04, 2014 11:07 AM
To: Public Council Inbox
Subject: Several concerns

Good Sunday morning to you all. Some things for your consideration:

- Open fires in owner's backyards should not be allowed in a City setting. It is dangerous and problematic. I see this numerous times during the week inside Burien and it is of concern to me. Consider a code change.
- Owner clutter and assorted crap should be housed behind a SOLID fence – not a chain link fence that allows the world to see into the backyard – While I do not care what one possesses, I do care about the aesthetic look from the street. Consider solid fencing and change the code .
- Burien is a wonderful city with some awesome elements to it. What we do not need is more affordable housing or apartments. To the contrary the slum landlords should be held to task and improve their properties and do a better job of screening tenants and the council should be ashamed of even considering lower income housing – you know what that brings. They have their hands full in the City of Seattle with a “socialistic” interloper who is trying to bring Corporate America to their knees – we certainly do not need this in Burien. I’ve spoken to countless people as I inspect and explore and no one wants more low income housing. My schedule has not allowed me to be at meetings but for goodness sake, think carefully where you wish to take the community. It is such an asset if time is taken to just clean it up.
- You need more code compliance officers empowered to write tickets for violations. I’m afraid I am routinely using the website to report neighborhood conditions but compliance does a horrid job of follow up. Please strengthen this department to be more effective in what it does.
- I’ve sent multiple suggestions, submitted my name for Planning Commission and was summarily dismissed with a curt, rude letter from your Clerk but still have strong belief in Burien.

Wake up, take a drive around and look, really look at what you see. There is so much to be improved and you were all elected to do a job – something I really do not see happening. I have multiple out of state people coming to our home for a wedding in June and am struggling with how to bring them in from the airport as there is no clean way to do it without going through some messy, crappy areas off the highway. While I appreciate what you do I ask that you focus more on the visibility that is Burien ...and lastly can someone please fix the bent “Entering Burien” sign on 518? It has been bent now for 17 months and looks tacky.

Thank you.

Paul D. Grucza

Carol Allread

From: Craig Knutson
Sent: Friday, May 16, 2014 10:23 AM
To: 'paulgrucza@comcast.net'
Cc: Council Members; Kamuron Guroi; Carol Allread; Maiya Andrews; Brian Roberts; Jim Bibby; Cynthia Schaff
Subject: Response to Paul Grucza email to Public Council Inbox

Dear Mr. Grucza,

The City Manager has asked me to respond to your May 4, 2014 email below to the Public Council Inbox. One of my responsibilities as City Attorney is supervision of the City's code enforcement staff. As such, I am familiar with some of the issues you are concerned about and am addressing your concerns as follows:

- Open fires. The issue of open fires in backyards is regulated by the Burien/Normandy Park Fire Department and the Puget Sound Clean Air Agency, so you should contact them to get a definitive answer to your concern. My understanding is that most outdoor burning is prohibited, including burn barrels and any other burning of garbage or refuse, and that small recreational fires are only allowed if the total fuel area is less than 3 feet in diameter and/or 2 feet in height and if the smoke doesn't bother any neighbors.
- Solid fencing or screening of nuisances. The City Code does provide for screening of junk vehicles. (BMC 8.45.030(5)(iv)). Although solid fencing or screening of trash covered or overgrown lots can be recognized by the City's code enforcement staff as a viable method of preventing such conditions from being considered aesthetic nuisances, screening does not address the fact that these conditions can also become vermin habitat or fire hazards. Accordingly, I don't think requiring a solid fence would be an appropriate Code revision to address trash covered or overgrown lots. With regard to your mention of chain link fences, the City's Zoning Code does prohibit chain link fences in the downtown, but the City's planning staff informs me that it is unlikely such a prohibition would ever be adopted for residential areas.
- Low income housing. I am not sure what your specific concern is regarding low income housing, but I can provide some information that may address your concern. The City's code enforcement staff does work with landlords and tenants to address building and property management code violations that sometimes occur in low income housing. (Ch. 15.40 BMC.) The City also has an active rental housing license and crime-free multihousing program. (Ch. 5.62 BMC.) The Community Development Department informs me that there are not any low income housing developments currently in the permit pipeline. The new Town Square apartment complexes will not be low income.
- Online code complaints. As far as I can tell, the City's code enforcement staff has followed up on all of the complaints you have submitted using the City's website. A few of your complaints have related to violations that have been successfully resolved. Others have either not been violations or you have not provided sufficient information, as requested, in order for the complaints to be investigated.
- Planning Commission application. My understanding is that you were not able to attend the rescheduled interview for the recent Planning Commission vacancies and that you received the City's standard letter advising you that you were not selected. However, it is also my understanding that the City encourages you and others who weren't appointed to stay involved and apply again in the future.

Lastly, I have brought your concern about the bent "Entering Burien" sign on Hwy 518 to the attention of the City's Public Works Department, which is contacting the Washington State Department of Transportation and asking them to repair or replace their sign.

Sincerely,
Craig Knutson

CFTR: 6/2/14
Staff follow-up by Craig Knutson, City Attorney

John R. Deubay
16 Hudson St.
Berlin, CT 06037
(860) 828-3805

Burien City Hall
City Manager
Burien, WA

RECEIVED

MAY 14 2014

Dear Sirs:

City of Burien

For you and your municipality is an idea for improving the burn efficiency in oil heated municipal buildings such as Town Hall and Town Garages. This is an add-on to oil furnaces. I hope that you can help your employees and tax payers with this.

The spec is provided to you as a public service. If you have no immediate need for the project you can keep it for future reference.

Sincerely,

John R. Deubay

CFTR: 6/2/14

PE: 5/20/14

CC: Brian Roberts, Assistant Public Works Director

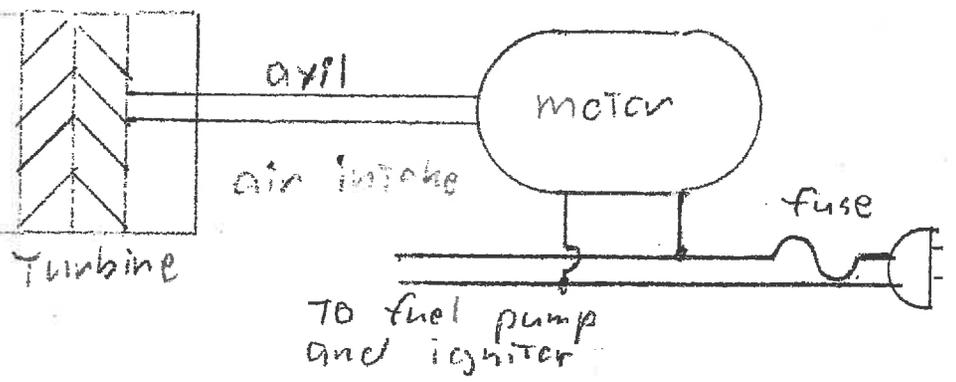
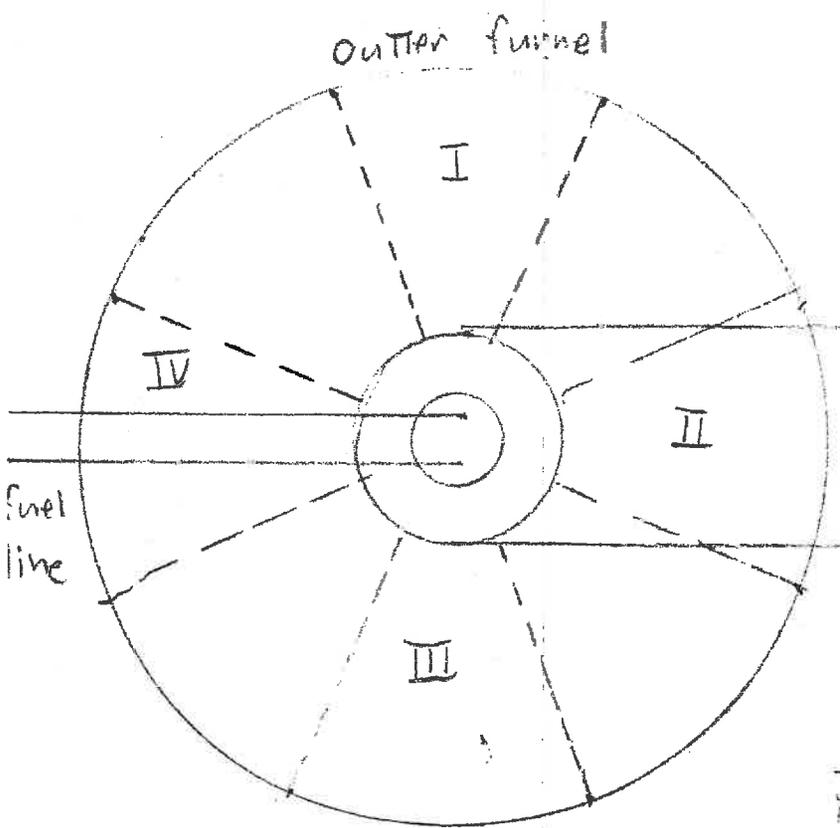
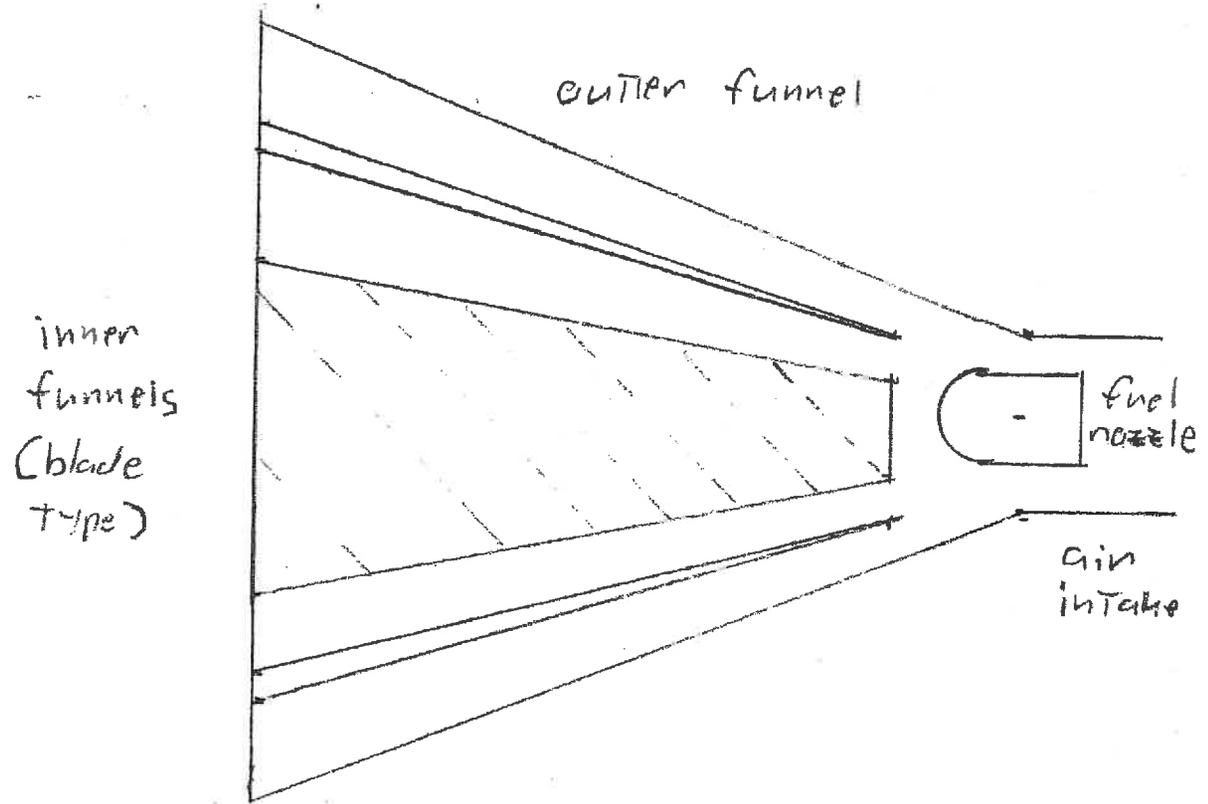
Forced Air Combustion Residential Furnace

J.R.D. 4/14

The forced air residential furnace has an air pump, air duct and two air direction funnels. There is an inner funnel and an outer funnel. The funnels help to disperse the fuel vapor for better atomization and a more complete burn. The inner funnels are the blade type.

The air pump meter is fused. If the air pump fuse blows the furnace must shut down.

The air turns on shortly before the fuel and igniter. The air remains on after ignition long enough to clear smoke from the combustion chamber and chimney. This may require an adjustable turn off time for the same furnace model used in different configurations.



I, II, III, IV
inner funnel - cut away view

User Notes

The furnace air pump is fused. If the fuse blows the furnace will shut down. If the fuse repeatedly blows replace the air pump motor.

User Instructions

This two stage filter keeps fuel flowing and filtered if subjected to dirty, contaminated fuel.

1. replace the filter at normal, single stage intervals
2. a colored dot appears in a visual inspection window if the second stage is activated. If the indicator appears then replace the filter. If the indicator appears, dirty, contaminated fuel may require several filter changes.
3. The filter output is always positioned upwards

John R. Deubay
16 Hudson St
Berlin, CT 06037
(866) 828-3805

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City Manager
Burien, WA

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Sincerely,

John R. Deubay

CFTR: 6/2/14

PC: 5/20/14

CC: Brian Roberts, Assistant Public Works Director

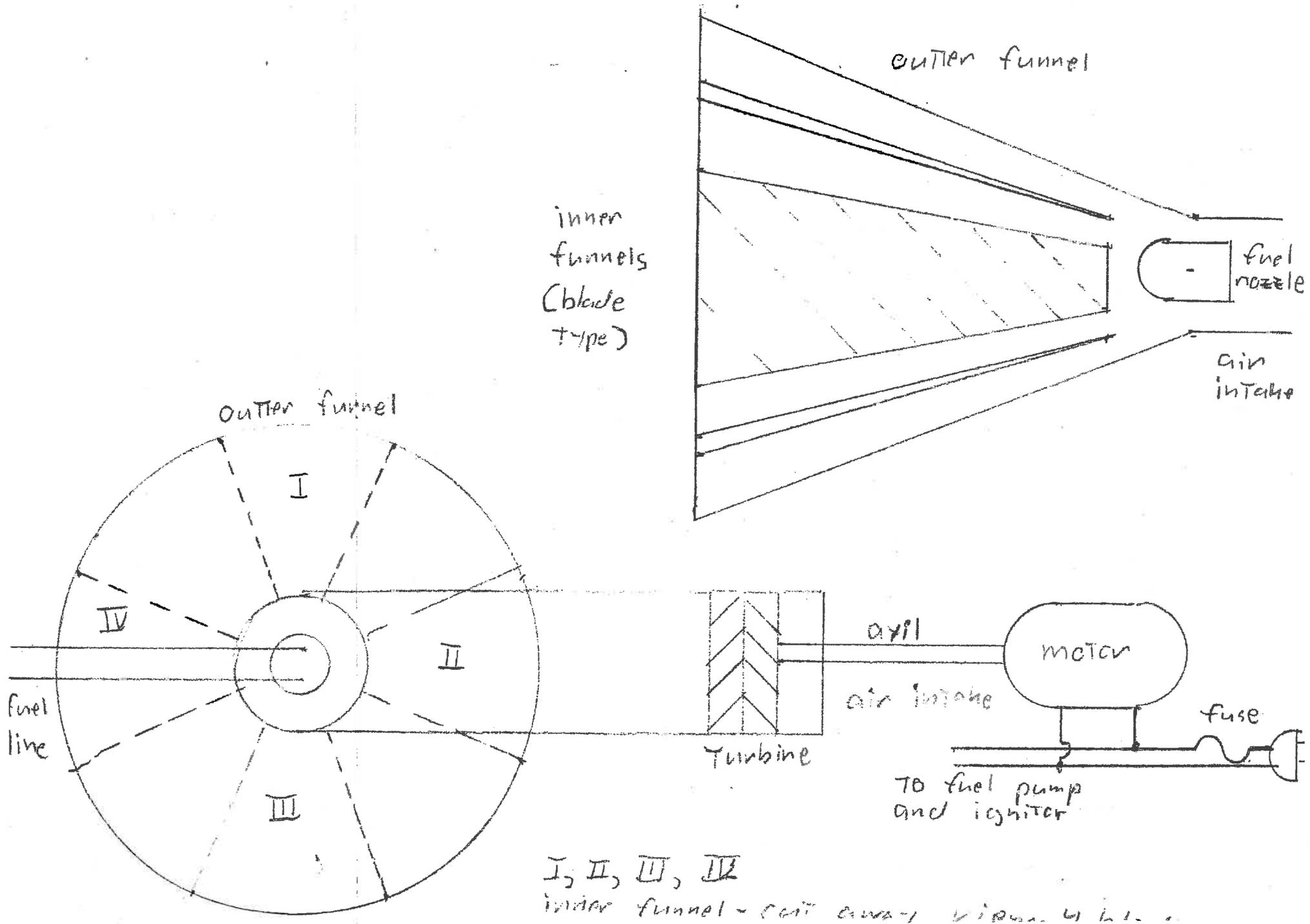
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City Manager
Burien, WA

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John R. Dzibay

CFTR: 6/2/14

PC: 5/20/14

CC: Brian Roberts, Assistant Public Works Director

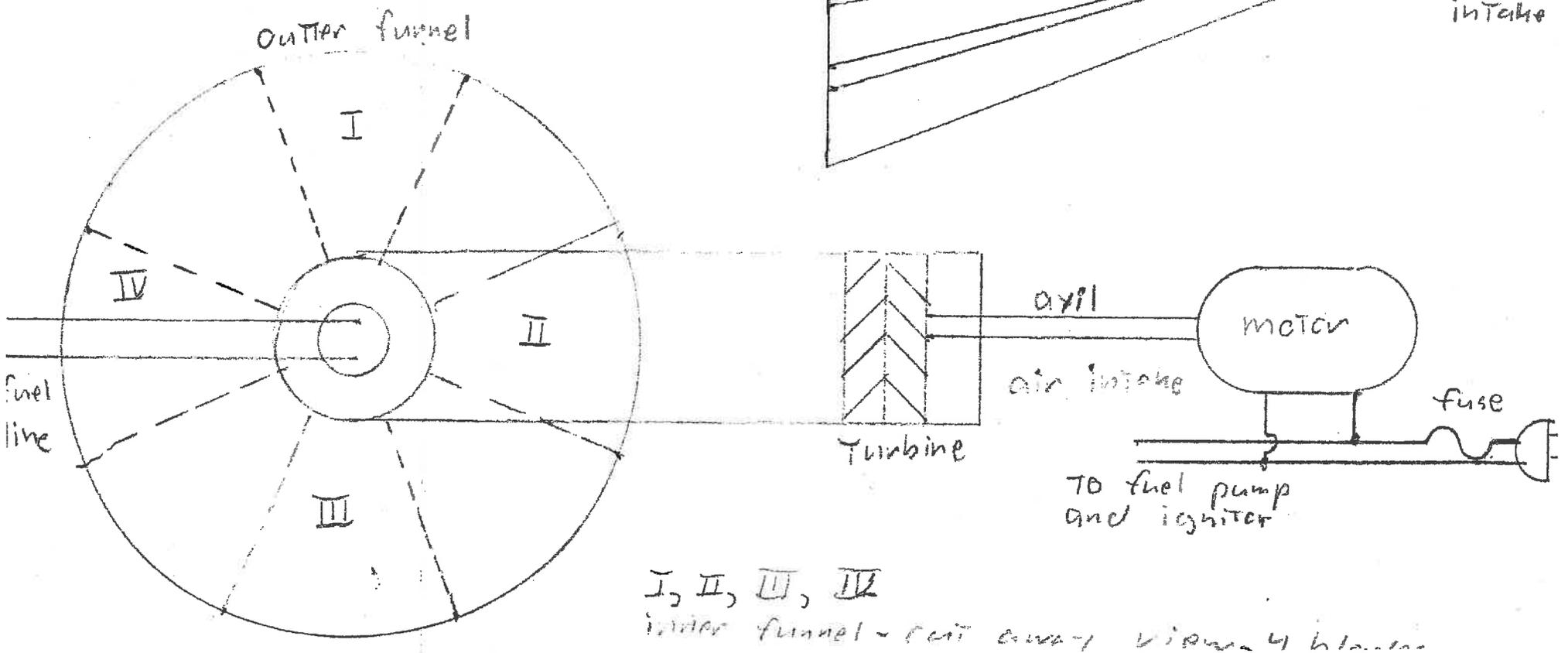
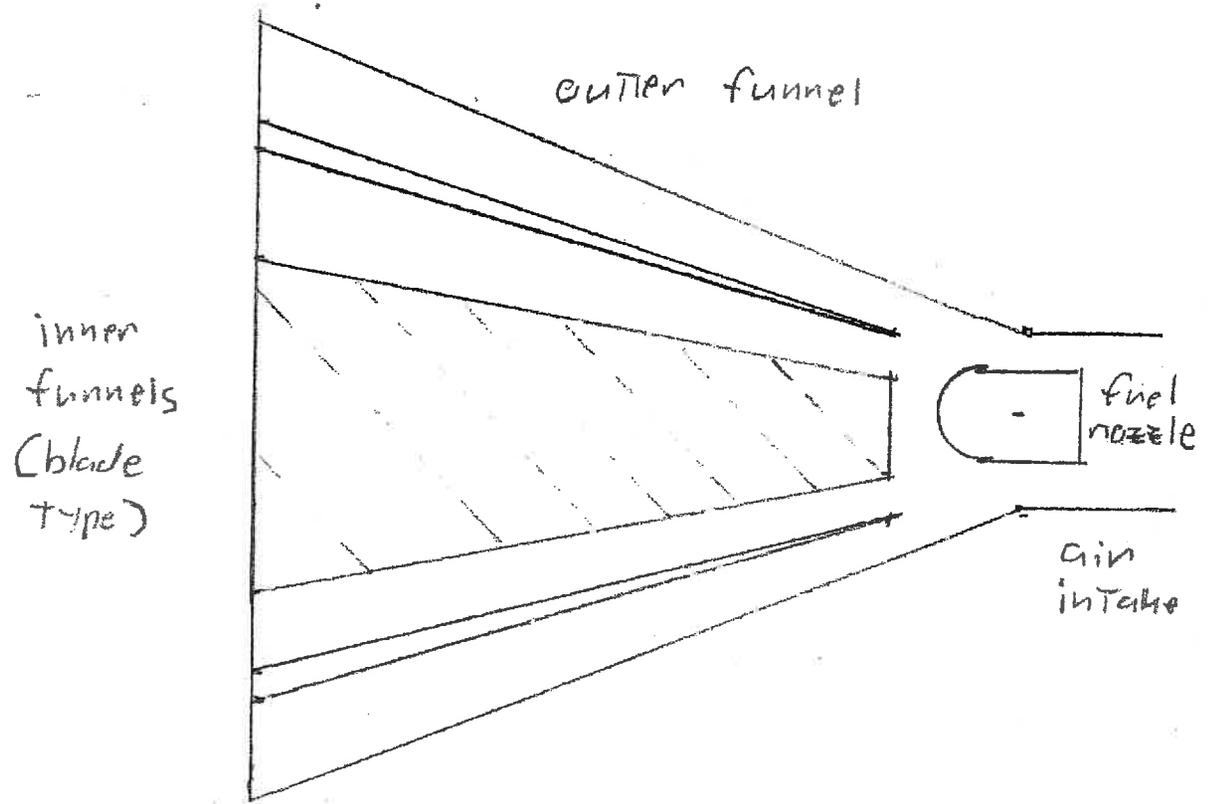
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3. The filter output is always positioned upwards.

Carol Allread

From: Public Council Inbox
Sent: Monday, May 19, 2014 3:31 PM
To: 'dorenea5@yahoo.com'
Subject: FW: Proposed Elimination of #139 Burien Bus

Dear Ms. Carrel,

Thank you for writing to the City Council to express your concerns. Your email will be forwarded to staff for response to your questions, and will be included in a future Council agenda packet as Correspondence for the Record.

Sincerely,

Carol Allread
Executive Assistant, City Manager Office
City of Burien
(206) 248-5508 Office
(206) 248-5539 Fax
carola@burienwa.gov

From: Dorene Carrel [<mailto:dorenea5@yahoo.com>]
Sent: Thursday, May 15, 2014 2:59 PM
To: Burien
Cc: Dorene Carrel
Subject: Proposed Elimination of #139 Burien Bus

Dear Council,

The #139 bus serves as a transportation lifeline for myself and many other residents of our Seahurst neighborhood. If we need to catch another bus into Seattle or Renton, the #139 bus will take us to the Burien Transit Center to make that connection. It also travels directly to Highline Hospital, downtown Burien and the post office. It runs every half hour and stops right across from our apartment building.

As you may know, the #139 bus is scheduled to be eliminated from service in late September, due to the failure to pass Prop. 1. Metro has told several of us that they need to hear from the Burien Council to advocate for keeping this bus. The County Council, which runs Metro, will be voting on the first round of bus cuts in early June (date unknown). Therefore, I am requesting that the Burien Council send a letter of support for keeping our #139 bus to the County Council that would reach them before they need to vote on the proposed cuts. Metro is also holding an open public meeting in Renton at 5:30 PM on May 20 to discuss these cuts.

I am also requesting that the Council be open to exploring and discussing other public transportation options for Burien, if we do lose this bus. I don't think we want large segments of our city left without viable transportation. Please support keeping our #139 bus or coming up with other equally good solutions.

Dorene Carrel
Burien PCO (#1192)

*Staff Plu: Liz Olnstead,
Planner*

Carol Allread

From: Elizabeth Olmstead
Sent: Wednesday, May 21, 2014 1:16 PM
To: 'dorenea5@yahoo.com'
Cc: Public Council Inbox
Subject: Proposed Elimination of #139 Burien Bus

Ms. Carrel,

Thank you for your inquiry regarding the proposed elimination of route 139 serving the Burien Transit Center, Gregory Heights, and Highline Hospital. At the June 2nd City Council meeting, the City Council will be discussing the next steps and options for public transportation in Burien. We are in contact with other jurisdictions, King County Metro, as well as Sound Cities Association to look into viable options for the affected bus routes.

Thank you,

Liz Olmstead
Planner
City of Burien
(206) 812-7575
elizabetho@burienwa.gov
www.burienwa.gov

CFTR: 6/2/14

Staff Follow-up: Liz Olmstead, Planner

Carol Allread

From: Public Council Inbox
Sent: Friday, May 16, 2014 1:55 PM
To: 'Marilyn Redmond'
Subject: RE: thank you

Dear Ms. Redmond,

Thank you for writing to the City Council to express your concerns. Your email will be included in a future Council agenda packet as Correspondence for the Record.

Sincerely,

Carol Allread
Executive Assistant, City Manager Office
City of Burien
(206) 248-5508 Office
(206) 248-5539 Fax
carola@burienwa.gov

From: Marilyn Redmond [<mailto:marilyn@angelicagifts.com>]
Sent: Thursday, May 15, 2014 9:12 PM
To: Public Council Inbox
Subject: thank you

RE: Thank you for rebuilding the theater for BAT

I attended the play in Burien last Friday and was so pleased to see the play in the surroundings of which I am familiar. It was a joy to be in the old space and have an interesting play to enjoy. Thank you for providing the space for us to enjoy and benefit from. I wrote to encourage your rebuilding the space. I appreciate that you did take this path for the enrichment of the Burien community and theater attendees.

Rev. Marilyn Redmond,

CHT, IBRT

Cc: michael Lafreniere, Parks Director
CFTR: 6/2/14

Carol Allread

From: Public Council Inbox
Sent: Monday, May 19, 2014 9:44 AM
To: 'Terry O'Brien'
Subject: RE: Rebuilding Theatre

Dear Ronda and Terry,

Thank you for writing to the City Council to express your concerns. Your email will be included in a future Council agenda packet as Correspondence for the Record.

Sincerely,

Carol Allread
Executive Assistant, City Manager Office City of Burien
(206) 248-5508 Office
(206) 248-5539 Fax
carola@burienwa.gov

-----Original Message-----

From: Terry O'Brien [<mailto:rvflyer@comcast.net>]
Sent: Friday, May 16, 2014 7:19 PM
To: Public Council Inbox
Subject: Rebuilding Theatre

Hello Burien City Council,

Thank you very much for rebuilding the theatre space for the Burien Actor's Theatre. We are very glad the theatre is back in its home. The repairs look good, and definitely improve the theatre environment.

Thank you thank you thank you,
Ronda and Terry O'Brien

CFTR: 6/2/14

CC: Michael Lafreniere, Parks Director

Carol Allread

From: Public Council Inbox
Sent: Monday, May 19, 2014 3:48 PM
To: 'Chestine Edgar'
Subject: RE: Burien's Economic Development Plan

Dear Ms. Edgar,

Thank you for writing to the City Council to express your concerns. Your email will be included in a future Council agenda packet as Correspondence for the Record.

Sincerely,

Carol Allread
Executive Assistant, City Manager Office
City of Burien
(206) 248-5508 Office
(206) 248-5539 Fax
carola@burienwa.gov

From: Carol Allread
Sent: Monday, May 19, 2014 3:44 PM
To: Public Council Inbox
Subject: FW: Burien's Economic Development Plan

From: Monica Lusk
Sent: Monday, May 19, 2014 3:43 PM
To: Carol Allread
Subject: FW: Burien's Economic Development Plan

From: Chestine Edgar [mailto:c_edgar2@yahoo.com]
Sent: Monday, May 19, 2014 3:25 PM
To: Monica Lusk; Jerry Robison; Lucy Krakowiak; Stephen Armstrong; Debi Wagner; Nancy Tosta; Lauren Berkowitz
Subject: Burien's Economic Development Plan

To the Burien City Council Members;

For years now, I have appeared before the Burien City council requesting that the Council help to develop an Economic Development Plan to save and recruit new businesses to the City. It has taken 4 years just to get the City Council and City Manager moving on the issue of how to save our businesses and help the city economically grow.

Many citizens felt that a conversation needed to happen between the citizens and the businesses to get businesses services aligned with citizen needs so that Burien citizens would stay in town to buy from and support the merchants. Also the city needed to be part of the conversation as impediments to current businesses and new businesses were occurring due to existing ordinances and regulations. Again, I will restate the intent of this plan was to support and attract new businesses to the city to serve the citizens and to help the city to grow its tax base through its small businesses. Further, it is important to remember that less than 20% Burien citizens work in the city and only 47% of the citizens shop regularly (once a week) in the city-2012 Burien Survey.

The intent of the proposed plan was never to have major stakeholders who know nothing about our city and really have no interest in whether our city survives bring their outside agendas in to further cripple the little business we have already or

CFTR: 6/2/14 CC: Dan Trimble, Economic Development Manager

override the individual citizen voices. And I don't believe that these outside stakeholders belong at the Economic Development Plan table or in this conversation.

I would object to the Kroger, Costco or Boeing lobbyists trying to force their agenda on Burien citizens as much as I object to the Union lobbyists from the Teamster Locals 174, 128 and 28 (see letters in the Council Packet) who have their offices in Tukwila, trying to muscle their way into Burien's Economic Development Plan. And I further object to the Socialist Workers Labor Party trying to take over our plan with their Vote 15 Now Agenda.

Burien is one of the poorest cities in King County. It has one of the highest tax rates in King County and has one of the poorest citizen populations in King County. The majority of its businesses are small mom and pop businesses and operate on a very slim margin. Some business owners say that after they pay their taxes, costs and employees they take almost nothing home for the hours they put in.

I request the City Council Members to keep the conversation regarding and developing this plan between the citizens and their local businesses- no big muscles from the Unions, Corporations, political parties allowed. We know our city, what we can afford and how we envisioning it developing and we don't need Jimmy Hoffa or Philip Locker, a national organizer for the Socialist Alternative party orchestrating or telling us what to do.

C. Edgar

Note to Monica Lusk-Please include this letter in the public record for the next council packet.

Carol Allread

From: info@tukwilapantry.org
Sent: Tuesday, May 20, 2014 2:33 PM
To: James Millikan; Eric Cheung; Taimi Sepulveda; Gloria Pampu; Erin Downey - Whole Foods; Amy Johnson; Brooke Alford; Kyle Anderson - Anderson Food Resource; Judith Borek; Stephanie Brown; Pam Carter; Perry Chinn - Interurban Chiropractic; Adriana Cribb; Joyce Dixon; Claudette Henderson - DoubleTree; Jodi Drozd; Debbie Fattore; Leona Henderson; Sue Kato; Laura Kirkland; Ron & Nancy Lamb; Sharon Mann; Albert & Mary Miotke; Wendy Morgan; Charles & Marie Parrish; Margarita Prentice; Ron Meyers - SAVVIS; Zev & Robin Siegl; W.G. Sroufe; Linda Stanley; Louise Strander; Jean Sullivan; Sophiap Eng; Hugh Tobin; Mary Koontz - Tukwila Pet Hosp; Chris Partman; Patty Cokus; Kathy Hougardy; Jay & Rachell Sardeson; Carrie & Chris Thompson; Rick Boman - Red Dot; Tracy Gallaway; Tricia Singer; Evie Boykan; David Fretz; Stacy Hansen; Laura Washington - Enterprise Rentat; Stephanie Gardner; Ellen Gengler; City of SeaTac; City of Tukwila; Public Council Inbox; Lori Fleming; Colleen Brandt-Schluter; Foster Tukwila Presbyterian Church; Kimberly Matej; Jenny McCoy; Georgina Nelson Thomas; Michele Larson; Dawn Gonser - SeaTac Super 8; Norm Drysdale - McKay Wealth Mgmt.; Pastor Kent Murahashi - Grace Point Comm. Church; Mary Fisher - Integra Telecom; Laurence & Diana Hopper; Denise Johnson - SeaTac Super 8; Lloyd & Cheryl Gaddis; Paul Szewczyk; John Takami; Celes Martinez; Kristie Richardson - Embassy Suites; Lauren Kominkiewicz; Suzan Martin; Kim Nicholas - Cedar River Animal Hospital; Kelly Bachenberg; Erik Flynn; Billy Shott; Emily LeFebvre; Shawn Hunstock; Paulette Vodder; Toni Watson; Tim Large; Mary Flynn; Megan Flynn-Raab; Richard Artura; Jeri Anderson; De'Sean Quinn; Joe Duffie; Don Tomaso; Valarie Pickens; Theresa Sigler; Dia Thibadeau; Gina Kallman; Don Gregory; Paula Hale; Bonnie Timm; Gayle Terry; Rick Friel; Valarie Nelson; Ron Freese; Holly Robinson
Subject: Tukwila Pantry Up-Coming Event



An Emergency Food Bank

"Lend A Hand. Feed A Neighbor"

Dear Tukwila Pantry supporters,

Unfortunately, we have had to make the difficult decision to cancel our upcoming Spring Tea & Auction event planned for June 6.

The need for financial support to the Tukwila Pantry is greater than ever, but we do not have the necessary resources to hold the event this year.

We hope you enjoy these community events as much as we do and invite you to join us for the next one that is still being planned for the Fall.

If you provided a donation item for the auction, we will either return the item to you or keep it for the next auction -- your choice.

Thank you so much for your on-going support of the Tukwila Pantry as we work to feed our neighbors.

On behalf of the Tukwila Pantry Board of Directors, please accept our sincere apologies.

Jennafer Price Cargill

Spring Tea Event Chair

Tukwila Pantry Board of Directors

Tukwila Pantry
3118 South 140th Street
Tukwila, WA 98168
206-431-8293
www.TukwilaPantry.org

CFTR: 6/2/14

RECEIVED
MAY 23 2014
CITY OF BURIEN

1610 SW 168th St
Burien, WA 98166
May 22, 2014

City of Burien
City Hall
400 SW 152nd St
Burien, WA 98166

Dear Sir,

I have counted on regular bus service in my neighborhood, specifically #139 that serves Highline Hospital and connects riders to the Burien Transit Center.

I do not drive due to health issues and so I rely heavily on Metro bus service to shop, to work and to socialize. Often I need to take buses downtown for medical appointments. Students from Sylvester Middle School often take this bus route to and from school in rainy weather. The hill on 160th Street makes walking difficult for the elderly, the handicapped and students with backpacks.

There are many people who live in the Highline area, like me, who would be greatly inconvenienced if Route #139 was eliminated due to budget cuts. There is not a lack of need for this Route, we all rely heavily on public transportation. Since this route serves a large medical community, loss of this bus route would have a significant impact and cause difficulties for those in need of public transportation.

One solution to supporting this particular bus route would be to ask the city of Burien to assume the costs of maintaining this important community transportation service.

Please consider all options for funding before simply slashing this bus route to save money. Consider who is served and which businesses, medical facilities and transit center will be impacted by loss of riders who must look elsewhere for services.

Sincerely,

Linda K. Reece

Linda K. Reece

CFTR: 6/2/14

CC: Liz Olmstead, Planner

COMPUTER CHECK REGISTER

CHECK REGISTER APPROVAL

WE, THE MEMBERS OF THE CITY COUNCIL OF BURIEEN, WASHINGTON, HAVING RECEIVED DEPARTMENT CERTIFICATION THAT MERCHANDISE AND/OR SERVICES HAVE BEEN RECEIVED OR RENDERED, DO HEREBY APPROVE FOR PAYMENT ON This 2nd day of June 2014 THE FOLLOWING:

CHECK NOS. 37701-37804

IN THE AMOUNTS OF \$1,081,893.57

WITH VOIDED CHECK NOS. 0

PAYROLL SALARIES AND BENEFITS APPROVAL

FOR May 1st - May 15th PAID ON May 20th, 2014

CHECK NOS. 6138-6147

DIRECT DEPOSITS AND WIRE TRANSFERS IN THE AMOUNT OF: \$244,807.22

Accounts Payable
Checks for Approval



User: cathy
Printed: 05/29/2014 - 7:28 AM

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Amount
37701	05/19/2014	General Fund	Professional Services	Tax Recovery Services, LLC	4,657.87
Check Total:					4,657.87
37702	05/22/2014	Surface Water Mgmt CIP	Construction	Tri-State Construction Inc	709,086.16
37702	05/22/2014	Surface Water Mgmt CIP	Retainage Payable	Tri-State Construction Inc	-35,454.31
Check Total:					673,631.85
37703	06/02/2014	Surface Water Management Fund	Office And Operating Supplies	Ace Hardware	17.23
37703	06/02/2014	Street Fund	Office And Operating Supplies	Ace Hardware	17.23
37703	06/02/2014	General Fund	Office And Operating Supplies	Ace Hardware	8.20
37703	06/02/2014	Surface Water Management Fund	Office And Operating Supplies	Ace Hardware	26.26
37703	06/02/2014	Street Fund	Office And Operating Supplies	Ace Hardware	20.76
37703	06/02/2014	Surface Water Management Fund	Office And Operating Supplies	Ace Hardware	31.11
37703	06/02/2014	Street Fund	Office And Operating Supplies	Ace Hardware	31.11
37703	06/02/2014	Street Fund	Office And Operating Supplies	Ace Hardware	24.60
37703	06/02/2014	Surface Water Management Fund	Office And Operating Supplies	Ace Hardware	41.40
37703	06/02/2014	Surface Water Management Fund	Office And Operating Supplies	Ace Hardware	10.06
37703	06/02/2014	Surface Water Management Fund	Office And Operating Supplies	Ace Hardware	19.60
37703	06/02/2014	Street Fund	Office And Operating Supplies	Ace Hardware	19.60
Check Total:					267.16
37704	06/02/2014	General Fund	Repairs And Maintenance	Tyco Integrated Security LLC	101.89
Check Total:					101.89
37705	06/02/2014	General Fund	Office and Operating Supplies	Airgas USA LLC	98.48
Check Total:					98.48

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Amount
37706	06/02/2014	Street Fund	Office And Operating Supplies	Alpine Fence Company	31.86
				Check Total:	31.86
37707	06/02/2014	Street Fund	Office And Operating Supplies	Alpine Products Inc	280.21
				Check Total:	280.21
37708	06/02/2014	General Fund	Office And Operating Supplies	Aramark Uniform Services	19.37
				Check Total:	19.37
37709	06/02/2014	Street Fund	Registration - Trainng/Workshp	Argus Pacific Inc.	185.00
37709	06/02/2014	Surface Water Management Fund	Registration - Trainng/Workshp	Argus Pacific Inc.	185.00
				Check Total:	370.00
37710	06/02/2014	General Fund	Telephone	STEPHEN ARMSTRONG	39.99
				Check Total:	39.99
37711	06/02/2014	General Fund	Telephone	AT&T Mobility	18.78
				Check Total:	18.78
37712	06/02/2014	General Fund	Land and Land Improvements	Berger/Abam Engineers, Inc.	10,582.57
				Check Total:	10,582.57
37713	06/02/2014	General Fund	Telephone	LAUREN BERKOWITZ	57.99
				Check Total:	57.99
37714	06/02/2014	General Fund	Strawberry Festival	Rene Bibaud	400.00
				Check Total:	400.00
37715	06/02/2014	General Fund	Telephone	JACK BLOCK JR	55.48
37715	06/02/2014	General Fund	Telephone	JACK BLOCK JR	55.48
				Check Total:	110.96

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Amount
37716	06/02/2014	General Fund	Printing	Brim Press LLC	536.55
37716	06/02/2014	General Fund	Printing/Binding/Copying	Brim Press LLC	676.38
37716	06/02/2014	General Fund	Printing/Binding/Copying	Brim Press LLC	114.98
Check Total:					1,327.91
37717	06/02/2014	Surface Water Management Fund	Office And Operating Supplies	Bryant's Tractor & Mower Inc	84.95
37717	06/02/2014	Street Fund	Office And Operating Supplies	Bryant's Tractor & Mower Inc	84.96
37717	06/02/2014	Surface Water Management Fund	Office And Operating Supplies	Bryant's Tractor & Mower Inc	73.01
37717	06/02/2014	Street Fund	Office And Operating Supplies	Bryant's Tractor & Mower Inc	73.01
Check Total:					315.93
37718	06/02/2014	General Fund	Repairs and Maintenance	Cascade Alarm, LLC	267.18
Check Total:					267.18
37719	06/02/2014	General Fund	Recreation Guide	Creative Fuel Studios	2,415.00
37719	06/02/2014	General Fund	Strawberry Festival	Creative Fuel Studios	75.00
Check Total:					2,490.00
37720	06/02/2014	Surface Water Mgmt CIP	Design - Engineering	CH2M Hill	26,276.38
Check Total:					26,276.38
37721	06/02/2014	General Fund	Repairs and Maintenance	Clay Art Center Inc	176.30
37721	06/02/2014	General Fund	Repairs and Maintenance	Clay Art Center Inc	592.94
Check Total:					769.24
37722	06/02/2014	General Fund	Nuisance and Abatement Costs	CleanScapes Inc	385.68
37722	06/02/2014	General Fund	Nuisance and Abatement Costs	CleanScapes Inc	62.71
Check Total:					448.39
37723	06/02/2014	General Fund	Registration - Trainng/Workshp	Cardmember Service	150.00
37723	06/02/2014	General Fund	Office/Operating Supplies	Cardmember Service	76.65
37723	06/02/2014	General Fund	Office/Operating Supplies	Cardmember Service	8.75
37723	06/02/2014	General Fund	Professional Services	Cardmember Service	93.08
37723	06/02/2014	General Fund	Burien Marketing Strategy	Cardmember Service	50.00
37723	06/02/2014	General Fund	Celebration	Cardmember Service	284.90
37723	06/02/2014	General Fund	Registration - Trainng/Workshp	Cardmember Service	50.00

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Amount
37723	06/02/2014	General Fund	Registration - Trainng/Workshp	Cardmember Service	50.00
37723	06/02/2014	General Fund	Registration - Trainng/Workshp	Cardmember Service	110.49
37723	06/02/2014	General Fund	Sftwre Subscript & Licensing	Cardmember Service	29.99
37723	06/02/2014	General Fund	Computer Related Supplies	Cardmember Service	32.84
37723	06/02/2014	General Fund	Office/Operating Supplies	Cardmember Service	54.35
37723	06/02/2014	General Fund	Office/Operating Supplies	Cardmember Service	591.28
37723	06/02/2014	General Fund	Sftwre Subscript & Licensing	Cardmember Service	29.99
37723	06/02/2014	General Fund	Sftwre Subscript & Licensing	Cardmember Service	29.99
37723	06/02/2014	General Fund	Registration - Trainng/Workshp	Cardmember Service	199.00
37723	06/02/2014	General Fund	Office and Operating Supplies	Cardmember Service	24.03
37723	06/02/2014	General Fund	Office and Operating Supplies	Cardmember Service	64.67
37723	06/02/2014	General Fund	Office and Operating Supplies	Cardmember Service	79.81
37723	06/02/2014	General Fund	Admission and Entrance Fees	Cardmember Service	320.00
37723	06/02/2014	General Fund	Software Subscription Costs	Cardmember Service	39.00
37723	06/02/2014	General Fund	Strawberry Festival	Cardmember Service	61.50
37723	06/02/2014	General Fund	Other Travel	Cardmember Service	15.00
37723	06/02/2014	General Fund	Office and Operating Supplies	Cardmember Service	80.49
37723	06/02/2014	General Fund	Office And Operating Supplies	Cardmember Service	251.98
37723	06/02/2014	General Fund	Office and Operating Supplies	Cardmember Service	219.22
37723	06/02/2014	General Fund	Printing/Binding/Copying	Cardmember Service	504.21
37723	06/02/2014	General Fund	Office and Operating Supplies	Cardmember Service	66.05
37723	06/02/2014	General Fund	Office and Operating Supplies	Cardmember Service	8.75
37723	06/02/2014	General Fund	Office and Operating Supplies	Cardmember Service	66.05
37723	06/02/2014	General Fund	Senior Trips	Cardmember Service	270.00
37723	06/02/2014	General Fund	Printing/Binding/Copying	Cardmember Service	578.00
37723	06/02/2014	General Fund	Software Subscription Costs	Cardmember Service	36.00
37723	06/02/2014	General Fund	Office and Operating Supplies	Cardmember Service	97.94
37723	06/02/2014	General Fund	Office And Operating Supplies	Cardmember Service	59.99
37723	06/02/2014	General Fund	Dues/Memberships	Cardmember Service	50.00
37723	06/02/2014	General Fund	Registration - Trainng/Workshp	Cardmember Service	1,890.00
37723	06/02/2014	General Fund	Registration - Trainng/Workshp	Cardmember Service	250.00
37723	06/02/2014	Surface Water Management Fund	Registration - Trainng/Workshp	Cardmember Service	250.00
37723	06/02/2014	Surface Water Management Fund	Registration - Trainng/Workshp	Cardmember Service	1,548.00
37723	06/02/2014	General Fund	Other Travel	Cardmember Service	54.50
37723	06/02/2014	General Fund	Office Supplies	Cardmember Service	237.72
37723	06/02/2014	General Fund	Office and Operating Supplies	Cardmember Service	396.15
37723	06/02/2014	General Fund	Software Subscription Costs	Cardmember Service	14.99
37723	06/02/2014	General Fund	Software Subscription Fees	Cardmember Service	59.95
37723	06/02/2014	General Fund	Registration - Trainng/Workshp	Cardmember Service	70.00
37723	06/02/2014	General Fund	Dues/Memberships	Cardmember Service	193.75
37723	06/02/2014	General Fund	Registration - Trainng/Workshp	Cardmember Service	385.00
Check Total:					10,084.06
37724	06/02/2014	General Fund	Drug Seizure Proceeds KCSO	COMCAST	69.95

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Amount
				Check Total:	69.95
37725	06/02/2014	General Fund	Operating Rentals and Leases	Construction Site Services	125.00
				Check Total:	125.00
37726	06/02/2014	General Fund	Professional Services	David Kelliher	43.80
37726	06/02/2014	Surface Water Management Fund	Printing/Binding/Copying	David Kelliher	43.80
37726	06/02/2014	General Fund	Quarterly Newsletter	David Kelliher	16.43
				Check Total:	104.03
37727	06/02/2014	General Fund	Strawberry Festival	Chris Crumpler	300.00
				Check Total:	300.00
37728	06/02/2014	Street Fund	Utilities - Traffic Signals	City of Seattle	50.46
37728	06/02/2014	Street Fund	Utilities - Traffic Signals	City of Seattle	139.43
37728	06/02/2014	General Fund	Utilities	City of Seattle	73.35
37728	06/02/2014	General Fund	Utilities	City of Seattle	15.93
37728	06/02/2014	Surface Water Management Fund	Utilities	City of Seattle	67.64
37728	06/02/2014	Street Fund	Utilities - Traffic Signals	City of Seattle	62.36
37728	06/02/2014	General Fund	Utilities	City of Seattle	134.95
37728	06/02/2014	Street Fund	Utilities - Traffic Signals	City of Seattle	95.40
37728	06/02/2014	Street Fund	Utilities - Traffic Signals	City of Seattle	119.78
37728	06/02/2014	Street Fund	Utilities - Traffic Signals	City of Seattle	38.00
37728	06/02/2014	General Fund	Utilities	City of Seattle	20.23
37728	06/02/2014	Street Fund	Utilities-Street Lighting	City of Seattle	43.84
37728	06/02/2014	Street Fund	Utilities-Street Lighting	City of Seattle	19.08
37728	06/02/2014	Street Fund	Utilities-Street Lighting	City of Seattle	9.24
37728	06/02/2014	Street Fund	Utilities-Street Lighting	City of Seattle	10.78
37728	06/02/2014	Street Fund	Utilities-Street Lighting	City of Seattle	4,877.30
				Check Total:	5,777.77
37729	06/02/2014	Street Fund	Operating Rentals And Leases	City of SeaTac	287.50
37729	06/02/2014	Surface Water Management Fund	Operating Rentals And Leases	City of SeaTac	287.50
				Check Total:	575.00
37730	06/02/2014	Equipment Reserve Fund	Small Tools & Minor Equipment	Dell Computer Corporation	186.29
37730	06/02/2014	Equipment Reserve Fund	Machinery And Equipment	Dell Computer Corporation	1,027.06

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Amount	
37730	06/02/2014	Equipment Reserve Fund	Machinery And Equipment	Dell Computer Corporation	1,013.54	
37730	06/02/2014	Equipment Reserve Fund	Machinery And Equipment	Dell Computer Corporation	9,121.79	
					Check Total:	11,348.68
37731	06/02/2014	Street Fund	Discover Burien	Discover Burien	4,333.00	
37731	06/02/2014	Street Fund	Professional Services	Discover Burien	3,332.00	
					Check Total:	7,665.00
37732	06/02/2014	Transportation CIP	Project Development	Daily Journal of Commerce	176.40	
37732	06/02/2014	Transportation CIP	Design	Daily Journal of Commerce	306.60	
					Check Total:	483.00
37733	06/02/2014	General Fund	Professional Services	Dunbar Armored Inc	123.20	
					Check Total:	123.20
37734	06/02/2014	Surface Water Management Fund	Office And Operating Supplies	Dunn Lumber Co.	16.54	
37734	06/02/2014	Surface Water Management Fund	Office And Operating Supplies	Dunn Lumber Co.	70.86	
					Check Total:	87.40
37735	06/02/2014	General Fund	Strawberry Festival	Patrick K Dwyer	150.00	
					Check Total:	150.00
37736	06/02/2014	General Fund	Citizens Patrol/ Crime Prevent	Elidrew, LLC	11.83	
					Check Total:	11.83
37737	06/02/2014	General Fund	Telephone	ROBERT EDGAR	71.95	
					Check Total:	71.95
37738	06/02/2014	General Fund	Office And Operating Supplies	FASTSIGNS	61.59	
37738	06/02/2014	General Fund	Office and Operating Supplies	FASTSIGNS	82.81	
					Check Total:	144.40
37739	06/02/2014	General Fund	Strawberry Festival	Francisco Garay	450.00	

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Amount
				Check Total:	450.00
37740	06/02/2014	General Fund	City Hall Custodial	Global Cleaning Inc	1,603.75
				Check Total:	1,603.75
37741	06/02/2014	Street Fund	Repairs & Maint. - Fleet	Genuine Parts Co. Seattle-DC	21.28
37741	06/02/2014	Surface Water Management Fund	Repairs & Maint. - Fleet	Genuine Parts Co. Seattle-DC	21.29
				Check Total:	42.57
37742	06/02/2014	General Fund	Office and Operating Supplies	Grainger	100.96
				Check Total:	100.96
37743	06/02/2014	Surface Water Management Fund	Office And Operating Supplies	BENJAMIN GUMMERE	130.31
				Check Total:	130.31
37744	06/02/2014	General Fund	Strawberry Festival	Jon Eric Haines	500.00
				Check Total:	500.00
37745	06/02/2014	General Fund	Operating Rentals And Leases	RICOH USA Inc	619.88
				Check Total:	619.88
37746	06/02/2014	General Fund	Miscellaneous	Iron Mountain	599.21
				Check Total:	599.21
37747	06/02/2014	General Fund	Land and Land Improvements	Iron Creek Construction LLC	76,869.00
37747	06/02/2014	General Fund	Retainage Payable	Iron Creek Construction LLC	-3,510.00
				Check Total:	73,359.00
37748	06/02/2014	Street Fund	Professional Services	John Deere Landscapes, Inc.	25.54
37748	06/02/2014	Street Fund	Professional Services	John Deere Landscapes, Inc.	54.85
				Check Total:	80.39

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Amount
37749	06/02/2014	General Fund	Telephone	LUCY KRAKOWIAK	54.99
Check Total:					54.99
37750	06/02/2014	General Fund	Miscellaneous	King County Recorder	37.00
37750	06/02/2014	General Fund	Miscellaneous	King County Recorder	37.00
37750	06/02/2014	General Fund	Miscellaneous	King County Recorder	74.00
Check Total:					148.00
37751	06/02/2014	General Fund	Drug Seizure Proceeds KCSO	King County Sheriff's Office	113.04
Check Total:					113.04
37752	06/02/2014	General Fund	Substance Abuses	KING COUNTY FINANCE	2,135.70
37752	06/02/2014	Street Fund	Traffic Signal/Control.Mainten	KING COUNTY FINANCE	17,388.40
37752	06/02/2014	Street Fund	Traffic Signal/Control.Mainten	KING COUNTY FINANCE	1,619.97
37752	06/02/2014	Street Fund	Traffic Signal/Control.Mainten	KING COUNTY FINANCE	132.47
37752	06/02/2014	Surface Water Management Fund	SWM Maint Fees Billed by KCRD	KING COUNTY FINANCE	20,655.85
37752	06/02/2014	Surface Water Mgmt CIP	Construction	KING COUNTY FINANCE	232.57
37752	06/02/2014	Surface Water Mgmt CIP	Construction	KING COUNTY FINANCE	62,876.36
Check Total:					105,041.32
37753	06/02/2014	General Fund	Repair and Maintenance	King County Finance	29.27
37753	06/02/2014	General Fund	Repair and Maintenance	King County Finance	23.04
37753	06/02/2014	Surface Water Management Fund	TV Inspection and Vactoring	King County Finance	1,788.72
Check Total:					1,841.03
37754	06/02/2014	Surface Water Management Fund	Miller/Salmon/Seola Basin Plan	King County Office of Finance	13,532.35
Check Total:					13,532.35
37755	06/02/2014	General Fund	Attorney Srvc - Gen'l Matters	Kenyon Disend, PLLC	3,712.71
37755	06/02/2014	General Fund	Attorney Srvc - Litigation	Kenyon Disend, PLLC	13,328.73
Check Total:					17,041.44
37756	06/02/2014	General Fund	Registration - Trainng/Workshp	CRAIG KNUTSON	220.00
37756	06/02/2014	General Fund	Meals	CRAIG KNUTSON	84.00
37756	06/02/2014	General Fund	Mileage	CRAIG KNUTSON	176.96

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Amount
				Check Total:	480.96
37757	06/02/2014	Transportation CIP	Design - Engineering	KPG Inc	23,136.78
				Check Total:	23,136.78
37758	06/02/2014	General Fund	Strawberry Festival	Mario Lorenz	350.00
				Check Total:	350.00
37759	06/02/2014	Street Fund	Office And Operating Supplies	McLendon Hardware Inc	42.25
37759	06/02/2014	Surface Water Management Fund	Office And Operating Supplies	McLendon Hardware Inc	68.33
37759	06/02/2014	Street Fund	Office And Operating Supplies	McLendon Hardware Inc	68.33
37759	06/02/2014	General Fund	Office And Operating Supplies	McLendon Hardware Inc	4.33
37759	06/02/2014	General Fund	Office/Operating Supplies	McLendon Hardware Inc	46.06
				Check Total:	229.30
37760	06/02/2014	General Fund	Human Svc-Family/Youth	Matt Griffin YMCA	3,000.00
				Check Total:	3,000.00
37761	06/02/2014	General Fund	Instructors Prof Svcs	Paul Miller	450.00
				Check Total:	450.00
37762	06/02/2014	General Fund	Nuisance and Abatement Costs	Miller Paint Company Inc	35.65
37762	06/02/2014	General Fund	Nuisance and Abatement Costs	Miller Paint Company Inc	4.62
37762	06/02/2014	Surface Water Management Fund	Office And Operating Supplies	Miller Paint Company Inc	45.76
37762	06/02/2014	Street Fund	Office And Operating Supplies	Miller Paint Company Inc	45.77
37762	06/02/2014	General Fund	Nuisance and Abatement Costs	Miller Paint Company Inc	35.65
				Check Total:	167.45
37763	06/02/2014	Street Fund	Repairs And Maintenance	McSweeney Steel Company	8,096.87
37763	06/02/2014	General Fund	Quarterly Newsletter	McSweeney Steel Company	3,000.30
				Check Total:	11,097.17
37764	06/02/2014	Surface Water Management Fund	Registration - Trainng/Workshp	National Stormwater Center	774.00

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Amount
				Check Total:	774.00
37765	06/02/2014	General Fund	Strawberry Festival	Benjamin Ocquaye	500.00
				Check Total:	500.00
37766	06/02/2014	General Fund	Building Maintenance	OpenWorks-Billing Agent	1,003.00
37766	06/02/2014	General Fund	Building Maintenance	OpenWorks-Billing Agent	605.00
				Check Total:	1,608.00
37767	06/02/2014	General Fund	Repairs And Maintenance	Bruce Mildenberg	852.82
				Check Total:	852.82
37768	06/02/2014	Street Fund	Office And Operating Supplies	OReilly Auto Parts	47.04
				Check Total:	47.04
37769	06/02/2014	General Fund	Operating Rents & Leases	Pacific Office Automation Inc	97.97
37769	06/02/2014	General Fund	Operating Rents & Leases	Pacific Office Automation Inc	1,026.93
				Check Total:	1,124.90
37770	06/02/2014	General Fund	Operating Rentals And Leases	Park Place Professional Ctr	490.00
				Check Total:	490.00
37771	06/02/2014	General Fund	Office And Operating Supplies	Petty Cash Custodian	31.30
37771	06/02/2014	General Fund	Mileage	Petty Cash Custodian	13.44
37771	06/02/2014	General Fund	Office/Operating Supplies	Petty Cash Custodian	27.98
37771	06/02/2014	General Fund	Mileage	Petty Cash Custodian	16.24
37771	06/02/2014	General Fund	Mileage	Petty Cash Custodian	29.12
37771	06/02/2014	General Fund	Mileage	Petty Cash Custodian	8.96
37771	06/02/2014	General Fund	Mileage	Petty Cash Custodian	32.59
37771	06/02/2014	General Fund	Miscellaneous	Petty Cash Custodian	7.99
37771	06/02/2014	General Fund	Other Travel	Petty Cash Custodian	12.00
37771	06/02/2014	General Fund	Other Travel	Petty Cash Custodian	12.00
37771	06/02/2014	General Fund	Mileage	Petty Cash Custodian	5.60
37771	06/02/2014	General Fund	Miscellaneous	Petty Cash Custodian	13.11
37771	06/02/2014	General Fund	Wellness Activities	Petty Cash Custodian	24.00
37771	06/02/2014	General Fund	Mileage	Petty Cash Custodian	3.14

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Amount
37771	06/02/2014	General Fund	Miscellaneous	Petty Cash Custodian	15.99
37771	06/02/2014	General Fund	Office/Operating Supplies	Petty Cash Custodian	4.34
37771	06/02/2014	General Fund	Mileage	Petty Cash Custodian	5.60
Check Total:					263.40
37772	06/02/2014	General Fund	Office And Operating Supplies	Petty Cash Custodian	9.82
37772	06/02/2014	General Fund	Office And Operating Supplies	Petty Cash Custodian	28.98
37772	06/02/2014	General Fund	Other Travel	Petty Cash Custodian	20.16
37772	06/02/2014	General Fund	Office and Operating Supplies	Petty Cash Custodian	7.99
37772	06/02/2014	General Fund	Other Travel	Petty Cash Custodian	9.00
37772	06/02/2014	General Fund	Office And Operating Supplies	Petty Cash Custodian	15.33
37772	06/02/2014	General Fund	Office And Operating Supplies	Petty Cash Custodian	13.13
37772	06/02/2014	General Fund	Other Travel	Petty Cash Custodian	5.00
37772	06/02/2014	General Fund	Office and Operating Supplies	Petty Cash Custodian	20.00
Check Total:					129.41
37773	06/02/2014	General Fund	Office And Operating Supplies	Poly Bag, LLC	82.43
Check Total:					82.43
37774	06/02/2014	General Fund	Operating Rentals And Leases	PRG Investment Company, LLC	2,000.00
Check Total:					2,000.00
37775	06/02/2014	General Fund	Wellness Cluster Contributions	Puget Sound Skills Center	258.26
Check Total:					258.26
37776	06/02/2014	General Fund	Strawberry Festival	Janet Rayor	400.00
Check Total:					400.00
37777	06/02/2014	General Fund	Electrical Permit	ADT Security Services Inc	60.00
Check Total:					60.00
37778	06/02/2014	General Fund	Refund Clearing Account -Parks	Genesis Hernandez	235.00
Check Total:					235.00
37779	06/02/2014	General Fund	Refund Clearing Account -Parks	Watson Tuiomo	125.00

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Amount
				Check Total:	125.00
37780	06/02/2014	General Fund	Printing/Binding/Copying	Claude McAlpin, III	9.82
				Check Total:	9.82
37781	06/02/2014	General Fund	Strawberry Festival	Sean Michael Robinson	400.00
				Check Total:	400.00
37782	06/02/2014	General Fund	Office and Operating Supplies	School Specialty Inc.	112.92
				Check Total:	112.92
37783	06/02/2014	General Fund	Jail Contracts	SCORE	38,703.58
				Check Total:	38,703.58
37784	06/02/2014	General Fund	Office And Operating Supplies	Seatown Locksmith	13.14
37784	06/02/2014	General Fund	Office Supplies	Seatown Locksmith	124.83
37784	06/02/2014	General Fund	Office Supplies	Seatown Locksmith	31.21
37784	06/02/2014	General Fund	Office and Operating Supplies	Seatown Locksmith	144.61
37784	06/02/2014	General Fund	Office and Operating Supplies	Seatown Locksmith	39.42
				Check Total:	353.21
37785	06/02/2014	General Fund	Strawberry Festival	Molly Shannon	450.00
				Check Total:	450.00
37786	06/02/2014	General Fund	Strawberry Festival	Show Brazil	800.00
				Check Total:	800.00
37787	06/02/2014	General Fund	Fuel/Gas Consumption	Shell Fleet Plus	58.42
37787	06/02/2014	General Fund	Citizens Patrol/ Crime Prevent	Shell Fleet Plus	99.26
37787	06/02/2014	General Fund	Fuel/Gas/Gasoline Consumption	Shell Fleet Plus	314.73
37787	06/02/2014	General Fund	Fuel/Gas/Gasoline Consumption	Shell Fleet Plus	743.32
37787	06/02/2014	General Fund	Fuel/Gas/Gasoline Consumption	Shell Fleet Plus	44.73
37787	06/02/2014	Street Fund	Fuel/Gas/Gasoline Consumption	Shell Fleet Plus	1,753.24
37787	06/02/2014	Surface Water Management Fund	Fuel/Gas/Gasoline Consumption	Shell Fleet Plus	3,559.60

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Amount
				Check Total:	6,573.30
37788	06/02/2014	General Fund	Nuisance and Abatement Costs	Sherwin-Williams Co.	40.39
37788	06/02/2014	General Fund	Nuisance and Abatement Costs	Sherwin-Williams Co.	40.02
				Check Total:	80.41
37789	06/02/2014	General Fund	Repair and Maintenance	Scott Sonnenfeld	952.65
				Check Total:	952.65
37790	06/02/2014	General Fund	Quarterly Newsletter	Sound Publishing Inc	420.00
				Check Total:	420.00
37791	06/02/2014	General Fund	Professional Services	State Auditor's Office	83.60
				Check Total:	83.60
37792	06/02/2014	General Fund	Office And Operating Supplies	The Part Works Inc	512.23
37792	06/02/2014	General Fund	Office and Operating Supplies	The Part Works Inc	41.61
				Check Total:	553.84
37793	06/02/2014	General Fund	Strawberry Festival	Gary Tsujimoto	750.00
				Check Total:	750.00
37794	06/02/2014	General Fund	Strawberry Festival	Minh Huynh	200.00
				Check Total:	200.00
37795	06/02/2014	General Fund	Telephone	DEBI WAGNER	32.48
				Check Total:	32.48
37796	06/02/2014	General Fund	Professional Services	Waldron Resources	155.44
37796	06/02/2014	General Fund	Professional Services	Waldron Resources	621.76
37796	06/02/2014	General Fund	Professional Services	Waldron Resources	213.73

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Amount
				Check Total:	990.93
37797	06/02/2014	Surface Water Management Fund	Repairs & Maint. - Fleet	Washington Tractor	176.13
37797	06/02/2014	Street Fund	Repairs & Maint. - Fleet	Washington Tractor	176.14
				Check Total:	352.27
37798	06/02/2014	General Fund	Utilities	King Co Water Dist 49	213.82
37798	06/02/2014	Street Fund	Landscape Maint - Utilities	King Co Water Dist 49	65.00
37798	06/02/2014	Street Fund	Landscape Maint - Utilities	King Co Water Dist 49	132.00
37798	06/02/2014	Street Fund	Landscape Maint - Utilities	King Co Water Dist 49	65.00
37798	06/02/2014	Street Fund	Landscape Maint - Utilities	King Co Water Dist 49	65.00
37798	06/02/2014	Street Fund	Landscape Maint - Utilities	King Co Water Dist 49	65.00
				Check Total:	605.82
37799	06/02/2014	Street Fund	Office And Operating Supplies	GABE WEED	51.74
				Check Total:	51.74
37800	06/02/2014	General Fund	Repairs And Maintenance	Edward Cole	82.13
				Check Total:	82.13
37801	06/02/2014	General Fund	Subscriptions/Publications	West Payment Center	446.44
				Check Total:	446.44
37802	06/02/2014	Street Fund	Operating Rentals And Leases	Wilken Properties, LLC	2,783.16
37802	06/02/2014	Surface Water Management Fund	Operating Rentals And Leases	Wilken Properties, LLC	2,783.17
				Check Total:	5,566.33
37803	06/02/2014	General Fund	Office And Operating Supplies	Walter E Nelson Co	168.56
37803	06/02/2014	General Fund	Office and Operating Supplies	Walter E Nelson Co	84.28
37803	06/02/2014	General Fund	Office Supplies	Walter E Nelson Co	28.09
37803	06/02/2014	General Fund	Office And Operating Supplies	Walter E Nelson Co	27.44
37803	06/02/2014	General Fund	Office and Operating Supplies	Walter E Nelson Co	13.72
37803	06/02/2014	General Fund	Office Supplies	Walter E Nelson Co	4.57
				Check Total:	326.66

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Amount
37804	06/02/2014	General Fund	Professional Services	Washington State Patrol	190.00
Check Total:					190.00
Report Total:					1,081,893.57

DRAFT



CITY COUNCIL REGULAR MEETING MINUTES

May 19, 2014

7:00 p.m.

400 SW 152nd Street, 1st 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*
- *Check out a DVD of the Council Meeting from the Burien Library*

CALL TO ORDER

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

PLEDGE OF ALLEGIANCE

Mayor Krakowiak led the Pledge of Allegiance.

ROLL CALL

Present: Mayor Lucy Krakowiak, Deputy Mayor Bob Edgar, Councilmembers Stephen Armstrong, Lauren Berkowitz, Nancy Tosta and Debi Wagner. Councilmember Gerald F. Robison arrived at 7:03 p.m.

Administrative staff present: Kamuron Gurol, City Manager; Dan Trimble, Economic Development Manager; Kim Krause, Finance Director; Maiya Andrews, Public Works Director; and, Monica Lusk, City Clerk.

AGENDA CONFIRMATION

Direction/Action

Motion was made by Deputy Mayor Edgar, seconded by Councilmember Tosta, and passed unanimously to affirm the May 19, 2014, Agenda.

Councilmember Robison arrived at 7:03 p.m.

PUBLIC COMMENT

Tom Shires, 633 SW 134th Street, Burien
Jim Morrison, 1300 South 218th Street, Des Moines
Meg Van Wyk, 16203 25th Avenue SW, Burien
Goodspaceguy, 10219 Ninth Avenue South, Boulevard Park
Robert Howell, 15240 20th Avenue SW, Burien
Robbie Howell, 15240 20th Ave SW, Burien

CORRESPONDENCE FOR THE RECORD

- a. Email Dated May 05, 2014, from Lily M. Wilson-Codega, Teamsters Joint Council No. 28, Regarding Economic Development Strategic Plan.
- b. Email Dated May 05, 2014, from Business Representative Mark Manning, Teamsters Local Union No. 117, Regarding Economic Development.

- c. Email Dated May 09, 2014, from Larry Boyd, Teamsters Local 174, Regarding Economic Development.
- d. Email Dated May 13, 2014, from Director/Producer Scott Schaefer, Writer/Producer Steve Edmiston, Producers Laura Beth and Scott Peterson, Producer Danny House and Executive Producer John White, Regarding locally Made Film "The Maury Island Incident" to premiere at SIFF May 25.
- e. Email Dated May 14, 2014, from Karen Turley with Response from Chip Davis, Community Development Director, regarding just wondering.

CONSENT AGENDA

- a. Approval of Check Register: Numbers 37573 - 37700 in the Amounts of \$462,693.30 for Payment on May 19, 2014, and Payroll Salaries and Benefits Numbers 6121 - 6137 for Direct Deposits and Wire Transfers in the Amount of \$330,665.62 for April 16 – April 30, 2014, Paid on May 5, 2014.
- b. Approval of Minutes: Regular Meeting, May 5, 2014.
- c. Motion to Approve Ordinance No. 603, Amending Chapter 3.12 of the Burien Municipal Code Relating to the Utility Tax Relief Program for Low-Income Household.

Direction/Action

Motion was made by Deputy Mayor Edgar, seconded by Councilmember Robison, and passed unanimously to approve the May 19, 2014, Consent Agenda.

BUSINESS AGENDA

Presentation on School District Facilities Challenges and Potential Bond by Highline Public Schools

Public Comment

Goodspaceguy, 10219 Ninth Avenue South, Boulevard Park

Highline High School Principal Damon Hunter spoke to condition of the Highline High School building and the lack of facilities in which to build programs.

Highline Public Schools Chief of Staff and Finance Duggan Harman, spoke to the challenges of growing enrollment and aging school buildings, the two bond options, what is at stake, the timeline for the decision on the proposed bond that will be placed on the November ballot and what will happen if a bond does not pass.

Angelica Alvarez, Highline Public Schools Board Director, spoke to the need for safe environments for children to learn and the need for equity and access.

Follow-up

Staff will schedule a resolution to consider the Highline Public Schools' proposed bond measure.

Presentation by Recology CleanScapes on its Transition Status

Public Comment

None received.

Schuyler Vander Hoek, Recology CleanScapes Project Manager, spoke to the implementation milestones, the contract, and collection routes.

Megan McCain, Recology CleanScapes Outreach and Communication, spoke to customer outreach, yard waste cart delivery and the Customer Service Call Center.

Erika Melroy, Recology CleanScapes Group Government and Community Relations Manager, PNW Region, spoke to the store, the Customer Service Center and the Material Recovery Facility.

Public Hearing and Discussion on Approving the Vacation of a Recorded Subdivision in NERA
Mayor Krakowiak opened the public hearing at 8:05 p.m.

Chestine Edgar, 1811 SW 152nd Street, Burien

There being no further testimony, Mayor Krakowiak closed the public hearing at 8:10 p.m.

Direction/Action

Councilmembers reached consensus to place Ordinance No. 604, approving the vacation of a recorded subdivision in NERA on the June 2, 2014, Consent Agenda for approval.

Discussion and Possible Approval of Submitted Financing Plan and Proposed Amendment #9 to the Burien Town Square Disposition & Development Agreement (DDA) with Legacy/RD Merrill

Public Comment

Goodspaceguy, 10219 Ninth Avenue South, Boulevard Park

Direction/Action

Motion was made by Deputy Mayor Edgar, seconded by Councilmember Robison, and passed unanimously to approve the submitted Legacy/RD Merrill Financing Plan and the Burien Town Square DDA Amendment #9.

Discussion on a Proclamation Proposed by Councilmember Wagner Recognizing Flight Pattern Kids and Declaring June 16 as Toxic Awareness Week

Public Comment

None received.

Direction/Action

Councilmembers requested placing the proclamation recognizing Flight Pattern Kids and Declaring June 16 as Toxic Awareness Week on the June 2, 2014, Consent Agenda for approval.

Follow-up

Staff will revise "toxic" to "toxics" in the proclamation.

Review of Council Proposed Agenda Schedule.

Follow-up

Staff will add a budget retreat to the Future Agenda Items list, schedule a discussion on Council goals, schedule the items listed on the Future Agenda Items list with traffic calming and mandatory garbage service for businesses as priorities, provide King County-Cities Climate Collaboration (K4C) cost and basic information in the next City Manager's Report, and schedule a budget meeting on either June 23 or June 30 after confirming the Councilmember's schedules.

City Manager's Report

Direction/Action

MOTION was made by Deputy Mayor Edgar, seconded by Councilmember Armstrong, to adjust the salary range for a temporary, part-time GIS Intern position to \$14.47 - \$17.58 per hour. **Motion** passed 4-3. Opposed, Councilmembers Berkowitz, Robison and Tosta.

Follow-up

Staff will provide the location of the Hermes/Mayfair Study area that is listed on the Capital Projects Expenditure Report.

Direction/Action

MOTION was made by Deputy Mayor Edgar, seconded by Councilmember Robison, and passed unanimously to extend the meeting to 10:05 p.m.

Direction/Action

Councilmembers agreed for Mayor Krakowiak to present the Veterans of Foreign Wars (VFW) Home Town Hero award honoring PO3 Tristin J. Horton on July 4, 2014.

Councilmembers supported a proclamation recognizing the local VFW's Home Town Hero Award Program.

Direction/Action

MOTION was made by Deputy Mayor Edgar, seconded by Councilmember Robison, and passed unanimously to extend the meeting to 10:15 p.m.

COUNCIL BUSINESS

Councilmember Tosta noted that she and Deputy Mayor Edgar attended the WRIA (Water Resource Inventory Area) 9 meeting on May 8, 2014.

Councilmember Tosta stated that she attended the Puget Sound Regional Council's (PSRC) Regional Food Policy Council meeting on May 9, 2014.

Councilmember Tosta reported on the Sound Cities Association's (SCA) Public Issues Committee (PIC) held on May 14, 2014, that she attended.

Direction/Action

Councilmembers supported SCA PIC's opposition to the Puget Sound Clean Air Agency's proposal to increase rates.

Councilmembers voiced its support for Councilmember Tosta to use her best judgment on representing the Burien City Council when voting at the PIC meetings and to ask for its input when items are of particular concern to the Council.

The Council will discuss SCA PIC Items relating to greenhouse gas emissions, oil train safety and the King County Conservation District Workplan at a future meeting.

Councilmember Tosta noted the following upcoming meetings: PSRC General Assembly on May 29; Policy Systems and Environmental Change for Health Equity Forum on June 6; King County Executive Dow Constantine's meeting on climate on June 12; PSRC Brown Bag on Food Policy for Planners on June 19; Association of Washington Cities (AWC) Annual Conference on June 17 – 20; and, the National League of Cities' (NLC) 2014 Congress of Cities and Exposition on November 18 – 22.

ADJOURNMENT

Direction/Action

MOTION was made by Deputy Mayor Edgar, seconded by Councilmember Robison, and passed unanimously to adjourn the meeting at 10:13 p.m.

Lucy Krakowiak, Mayor

Monica Lusk, City Clerk

CITY OF BURIEN, WASHINGTON

ORDINANCE NO. 604

AN ORDINANCE OF THE CITY OF BURIEN, WASHINGTON, APPROVING THE VACATION OF WESTRIDGE – 10 SUBDIVISION

WHEREAS, the City entered into an interlocal agreement (“Interlocal Agreement”) with the Port of Seattle (“Port”) dated January 31, 2014 to facilitate redevelopment of the Northeast Redevelopment Area (“NERA”), which included a provision requiring the City to expedite processing of vacating 12th Place South and accomplish a hearing by no later than May 30, 2014 to enable the Port to complete assembly of its properties in the NERA; and

WHEREAS, the Interlocal Agreement outlines the appraised value to be paid upon vacation of said street; and

WHEREAS, 12th Place South is surrounded on all sides by Port-owned parcels contained in the Westridge – 10 Subdivision; and

WHEREAS, BMC 17.65.020 provides that the vacation of a city street may be processed simultaneously with the vacation of a subdivision; and

WHEREAS, the Port requested the City to vacate the entire Westridge – 10 Subdivision instead of vacating only 12th Place South, and on April 9, 2014 submitted an application to vacate the subdivision; and

WHEREAS, after the required public notice had been given, a public hearing was held on May 19, 2014, and public testimony was taken regarding the vacation of said subdivision; and

WHEREAS, at the conclusion of the hearing, the City Council determined that the subdivision and right-of-way should be vacated;

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

Section 1. Findings and Conclusions. The City Council makes the following findings and conclusions:

The parcels located within the Westridge – 10 Subdivision are all under ownership by the Port of Seattle. Additionally, a portion of 12th Place South is surrounded on both sides by the Port-owned subdivision property. The vacation of the subdivision and 12th Place South will enable the Port’s redevelopment of its properties in the NERA as provided in the Interlocal Agreement between the Port and the City. Such redevelopment is consistent

with applicable state laws and regulations and the regulations, policies, objectives and goals of the comprehensive plan, the community plans, the zoning code, the subdivision code and other official laws, policies and objectives for the development in the City of Burien. The proposed subdivision vacation meets the review criteria of Chapter 17.65 BMC. Therefore, the City of Burien has no remaining public use or interest in these parcels or portions of right-of-way.

Section 2. Subdivision Vacation. After making the above findings and conclusions regarding the proposed subdivision vacation, the City Council hereby determines that Westridge – 10 Subdivision and the easement for public travel on a portion of 12th Place South, in Burien, Washington, as legally described on Exhibit A and depicted on Recording No. 199612231057, attached hereto and incorporated herein by this reference as if set forth in full, shall be vacated upon the conditions set forth herein.

Section 3. Consideration. The Port shall pay to the City the appraised value of two hundred thirty-eight thousand five hundred dollars (\$238,500.00) as required to effectuate this vacation ordinance as agreed in the Interlocal Agreement at Section 9.2. Such payment shall be delivered to the escrow agent at or before Closing, Part 2, as provided in Section 9.2.1 of the Interlocal Agreement. If said payment is not received as required by the Interlocal Agreement, this ordinance shall not go into effect and shall be null and void.

Section 4. Reservation of Rights. This subdivision and right of way vacation does not apply to the easement rights held by the Southwest Suburban Sewer District resulting from King County Superior Court condemnation cause number 93-2-04102-1; such easement rights are reserved to Southwest Suburban Sewer District.

Section 5. Recording by the City Clerk. The City Clerk is hereby directed to record a copy of this ordinance with the King County Department of Records and Elections.

Section 6. 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 7. Effective Date. This ordinance or a summary thereof shall be published in the official newspaper of the City of Burien and shall take effect and be in full force five (5) days after publication.

ADOPTED BY THE CITY COUNCIL AT A REGULAR MEETING THEREOF ON THE _____ DAY OF _____, AND SIGNED IN AUTHENTICATION OF ITS PASSAGE THIS _____ DAY OF _____ 2014.

CITY OF BURIEN

Lucy Krakowiak, Mayor

ATTEST/AUTHENTICATED:

Monica Lusk, City Clerk

Approved as to form:

Craig D. Knutson, City Attorney

Filed with the City Clerk: May 19, 2014
Passed by the City Council: June 2, 2014
Ordinance No. 604
Date of Publication:

EXHIBIT "A" LEGAL DESCRIPTION

THE EAST 200.17 FEET OF THE WEST 500.97 FEET OF THE NORTHWEST ¼ OF THE
SOUTHEAST ¼ OF THE SOUTHEAST ¼ OF SECTION 17, TOWNSHIP 23 NORTH, RANGE
4 EAST W.M.;

EXCEPT THAT PORTION THEREOF LYING WITHIN SOUTH 140TH STREET RIGHT-OF-
WAY;

SITUATE IN THE COUNTY OF KING, STATE OF WASHINGTON.

EXHIBIT "B"
MAP

EXHIBIT B

178 86

PAGE 1 OF 2

PLAT OF WESTRIDGE - 10

NW 1/4 SE 1/4 SECTION 17, TOWNSHIP 23 NORTH, RANGE 4 EAST, W.M., CITY OF BURDEN, COUNTY OF KING, STATE OF WASHINGTON

LEGAL DESCRIPTION

THE EAST 200.17 FEET OF THE WEST 200.97 FEET OF THE NORTHWEST 1/4 OF THE CORNER 1/4 OF THE SOUTHEAST 1/4 OF SECTION 17, TOWNSHIP 23 NORTH, RANGE 4 EAST W.M.

EXCEPT THAT PORTION THEREOF Lying WITHIN SOUTH 140TH STREET RIGHT-OF-WAY

STATE IN THE COUNTY OF KING, STATE OF WASHINGTON

DEDICATION

KNOW ALL PEOPLE BY THESE PRESENTS THAT WE, THE UNDERSIGNED OWNERS OF INTEREST IN THE LAND HEREBY SUBMITTED, HEREBY DECLARE THIS PLAT TO BE THE GRAPHIC REPRESENTATION OF ALL STREETS AND ALLEYS NOT SHOWN AS PRIVATE HIGHWAYS, AND DEDICATE TO THE USE OF THE PUBLIC...

FURTHER THE UNDERSIGNED OWNERS OF THE LAND HEREBY SUBMITTED AGREE FOR THEMSELVES, THEIR HEIRS AND ASSIGNS AND ANY PERSON OR ENTITY HERETOBY BOUND FROM THE UNDERSIGNED...

FURTHER THE UNDERSIGNED OWNERS OF THE LAND HEREBY SUBMITTED AGREE FOR THEMSELVES, THEIR HEIRS AND ASSIGNS TO HOLD, THE CITY OF BURDEN, ITS SUCCESSORS AND ASSIGNS, HARMLESS FROM ANY DAMAGE, INCLUDING ANY COST OF DEFENSE, CLAIMED BY PERSONS...

THIS SUBMISSION, DEDICATION, WAIVER OF CLAIMS AND AGREEMENT TO HOLD HARMLESS IS MADE WITH THE FREE CONSENT AND IN ACCORDANCE WITH THE WISHES OF SAID OWNERS.

IN WITNESS WHEREOF WE SET OUR HANDS AND SEALS

BY [Signature] WESTRIDGE, INC.

BY [Signature] RICHARD L. WOOD SR. CALIFORNIA STATE BANK (AS LENDER ONLY)

STATE OF WASHINGTON

COUNTY OF KING

ON THIS 17th DAY OF August 1996, BEFORE ME PERSONALLY APPEARED

TO ME KNOWN TO BE THE [Signature] OF THE CORPORATION THAT EXECUTED THE WITHIN AND FOREGOING INSTRUMENT, AND ACKNOWLEDGED SAID INSTRUMENT TO BE THE FREE AND VOLUNTARY ACT AND DEED OF SAID CORPORATION...

AUTHORIZED TO EXECUTE SAID INSTRUMENT.

IN WITNESS WHEREOF, I HAVE SET MY HAND AND AFFIRMED MY OFFICIAL SEAL THE DAY AND YEAR FIRST ABOVE WRITTEN.

NOTARY PUBLIC [Signature] DATED 8-21-96 MY APPOINTMENT EXPIRES 8-29-97

STATE OF WASHINGTON

COUNTY OF KING

ON THIS 17th DAY OF August 1996, BEFORE ME PERSONALLY APPEARED

TO ME KNOWN TO BE THE [Signature] OF THE CORPORATION THAT EXECUTED THE WITHIN AND FOREGOING INSTRUMENT, AND ACKNOWLEDGED SAID INSTRUMENT TO BE THE FREE AND VOLUNTARY ACT AND DEED OF SAID CORPORATION...

AUTHORIZED TO EXECUTE SAID INSTRUMENT.

IN WITNESS WHEREOF, I HAVE SET MY HAND AND AFFIRMED MY OFFICIAL SEAL THE DAY AND YEAR FIRST ABOVE WRITTEN.

NOTARY PUBLIC [Signature] DATED 8-21-96 BY APPOINTMENT EXPIRES 7-19-97

APPROVALS CITY OF BURDEN

EXAMINED AND APPROVED THIS 17th DAY OF October 1996

[Signature] CITY ENGINEER

EXAMINED AND APPROVED THIS 18th DAY OF October 1996

[Signature] DIRECTOR OF COMMUNITY DEVELOPMENT

EXAMINED AND APPROVED THIS 18th DAY OF December 1996

[Signature] DIRECTOR OF PUBLIC FACILITIES

EXAMINED AND APPROVED THIS 18th DAY OF December 1996

[Signature] CITY CLERK

[Signature] MAYOR CITY OF BURDEN

KING COUNTY DEPARTMENT OF ASSESSMENTS

EXAMINED AND APPROVED THIS 22nd DAY OF December 1996

[Signature] ASSESSOR

[Signature] DEPUTY ASSESSOR

CONTROLLER'S CERTIFICATE

I HEREBY CERTIFY THAT ALL PROPERTY TAXES ARE PAID, THAT THERE ARE NO DELINQUENT SPECIAL ASSESSMENTS CERTIFIED TO THIS OFFICE FOR COLLECTION AND THAT ALL SPECIAL ASSESSMENTS CERTIFIED TO THIS OFFICE FOR COLLECTION ON ANY OF THE PROPERTY HEREIN CONTAINED, DESIGNATED AS STREETS, ALLEYS, OR OTHER PUBLIC USES ARE PAID IN FULL THIS 22nd DAY OF December 1996.

[Signature] KING COUNTY FINANCE MANAGER

[Signature] DEPUTY KING COUNTY FINANCE MANAGER

RECORDING CERTIFICATE

FILE FOR RECORDING AT THE REQUEST OF THE CITY OF BURDEN COUNCIL THIS 17th DAY OF August 1996 AT 10:00 MINUTES PAST 11:00 AND RECORDED IN VOLUME 122 OF PUBLIC PAGE 1A-12 RECORDS OF KING COUNTY, WASHINGTON, KING COUNTY RECORDING NUMBER 212822627.

[Signature] DIVISION OF RECORDS AND ELECTIONS

[Signature] SUPERINTENDENT OF RECORDS

LAND SURVEYOR'S CERTIFICATE

I HEREBY CERTIFY THAT THIS PLAT OF WESTRIDGE IS BASED UPON AN ACTUAL SURVEY AND SUBDIVISION OF SECTION 17, TOWNSHIP 23 NORTH, RANGE 4 EAST, W.M., THAT THE DISTANCES AND BEARINGS ARE SHOWN CORRECTLY THEREON AND THAT THE MONUMENTS WILL BE SET UP AT THE LOT AND BLOCK CORNER WILL BE STAKED CORRECTLY ON THE GROUND AS CONSTRUCTION IS COMPLETED AND THAT I HAVE FULLY COMPLIED WITH THE PROVISIONS OF THE PLATING REGULATIONS.

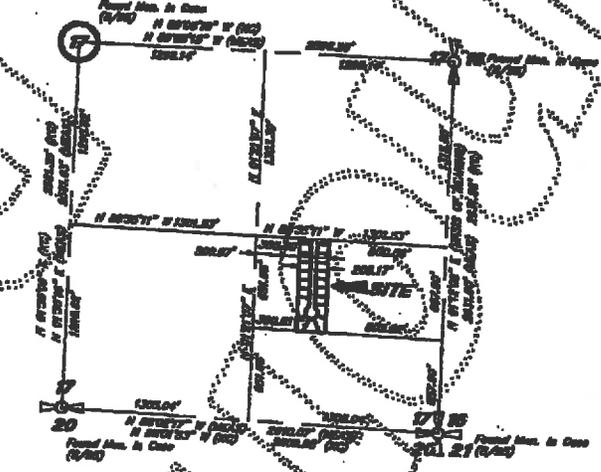
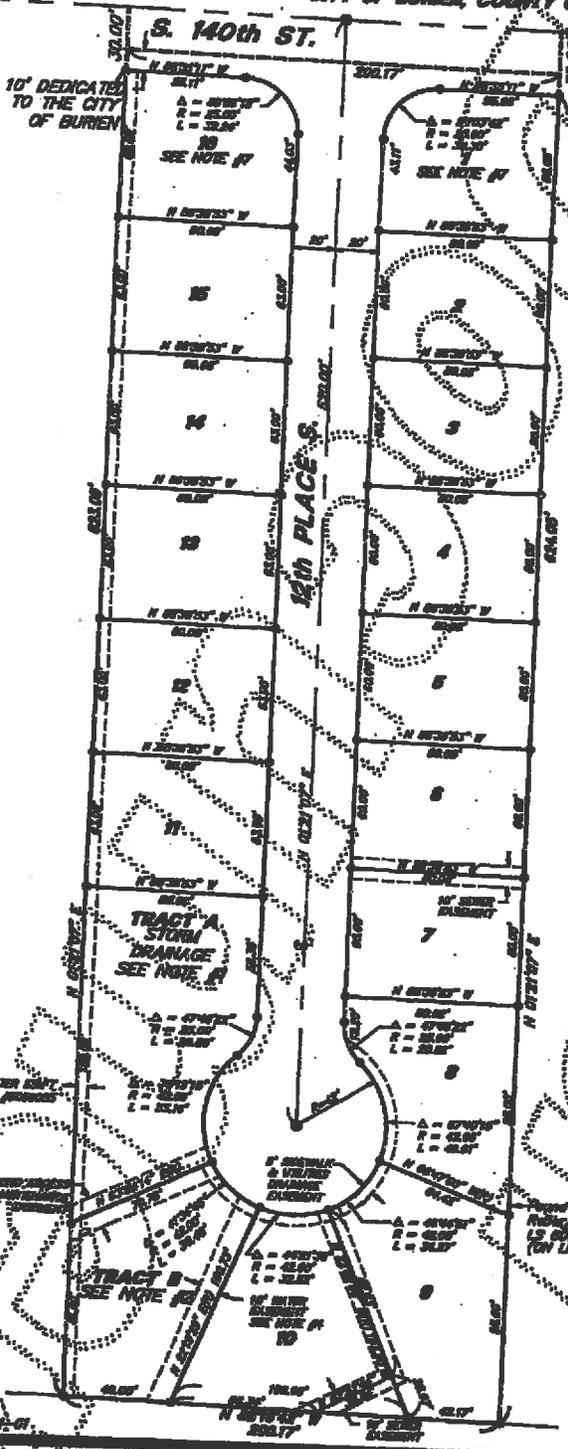
[Signature] 8.20.96 DAVID L. HILL CERTIFICATE NO. 2009



CONCEPT ENGINEERING, INC. 488 Rainier Boulevard North, Suite 200 Issaquah, Washington 98027 (206) 392-8656

PLAT OF WESTRIDGE-10

NW 1/4 SE 1/4 SECTION 17, TOWNSHIP 23 NORTH, RANGE 4 EAST, W.M., CITY OF BUREN, COUNTY OF KING, STATE OF WASHINGTON



SE 1/4 SEC. 17, TWN. 23 N., R. 4 E.
SCALE 1" = 60'



BASE OF BEARING:
THE EAST LINE OF THE SE 1/4 SECTION 17, TOWNSHIP 23 NORTH, RANGE 4 EAST ACCORDING TO KING COUNTY CONTROL SURVEY SECTION BREAKDOWN IN T13E13E

- NOTES:**
- TRACT "A" IS FOR STORM DRAINAGE TO BE OWNED AND MAINTAINED BY THE HOMEOWNERS ASSOCIATION AS A 1/4" EXCESSIVE FOR LOTS 1-16.
 - TRACT "B" IS RECREATIONAL OPEN SPACE TO BE OWNED AND MAINTAINED BY THE HOMEOWNERS ASSOCIATION AS A 1/4" EXCESSIVE FOR LOTS 1-16.

- THIS PLAT IS LOCATED WITHIN THE 3RD REDUCTION ZONE.
- WATER EXPOSED FOR FUTURE EXTENSION OF WATER SURFACE.
- INSTRUMENTATION FOR THIS SURVEY WAS A 60" THEODOLITE AND ELECTRONIC DISTANCE MEASUREMENT. PROCEDURES USED IN THIS SURVEY WERE FIELD DRIVERS, BEST PRACTICES OR EXCEEDING STANDARDS SET BY WAC 330-130-000.
- THE INFORMATION DEPICTED ON THIS MAP REPRESENTS THE RESULTS OF A SURVEY MADE ON DATE SHOWN AND CAN ONLY BE CONSIDERED AS INDICATING THE GENERAL CONDITION EXISTING AT THAT TIME.
- VEHICULAR ACCESS PROHIBITED TO S. 140TH ST. FROM LOTS 1 AND 16.
- ALL BUILDING DOWNSPOUTS AND FOOTING DRAINS AND DRAINS FROM ALL SUPERVISOR SURFACES SHALL BE CONNECTED TO THE STORM DRAINAGE SYSTEM.
- ALL PERFORMED FOOTING DRAIN PIPE INVERTS SHALL BE INSTALLED ABOVE THE MINIMUM FLOOD OVERFLOW ELEVATION.



CONCEPT ENGINEERING, INC.
455 Rehrer Boulevard North, Suite 200
Issaquah, Washington 98027
(206) 391-8088

FILE NO. 3004-G1

12-11-88

JOB NO. 3004



**PROCLAMATION
OF THE CITY OF BURIEN
Washington**

A PROCLAMATION OF THE BURIEN CITY COUNCIL OF THE CITY OF BURIEN,
WASHINGTON, DECLARING

THE WEEK OF JUNE 16, 2014 AS TOXICS AWARENESS WEEK

WHEREAS, toxins in our environment inhibit the quality of life for both children and adults in the City of Burien, Washington, and

WHEREAS, Flight Pattern Kids is a non-profit environmental health research group that works as an advocate to educate and inform the public of the dangers that are associated with living in a toxic environment, and

WHEREAS, Flight Pattern Kids has been collecting data to demonstrate that pollution around Sea-Tac Airport is affecting the well-being of children and adults in the Highline area.

NOW THEREFORE, THE CITY COUNCIL OF THE CITY OF BURIEN, WASHINGTON, DOES HEREBY PROCLAIM THE WEEK OF JUNE 16, 2014 AS TOXICS AWARENESS WEEK THROUGHOUT THE CITY OF BURIEN, WASHINGTON

Dated this 16th Day of June, 2014

Mayor Lucy Krakowiak	
Deputy Mayor Bob Edgar	Councilmember Steve Armstrong
Councilmember Lauren Berkowitz	Councilmember Gerald Robison
Councilmember Nancy Tosta	Councilmember Debi Wagner

City of Burien

Mayor

**CITY OF BURIEN
AGENDA BILL**

Agenda Subject: Presentation of the 2013 Annual Police Report Summary		Meeting Date June 2, 2014
Department: Police Services	Attachments: <u>2013 Annual Police Service Report</u>	Fund Source: General Fund - Police Services
Contact: Chief K. Scott Kimerer		Activity Cost: N/A
Telephone: 206/477-2210		Amount Budgeted: N/A Unencumbered Budget Authority: N/A
Adopted Work Plan Priority: Yes No <input checked="" type="checkbox"/> X	Work Plan Item Description:	
PURPOSE/REQUIRED ACTION:		
The purpose of this agenda bill is to present a summary of the 2013 Annual Burien Police Services Report.		
BACKGROUND (Include prior Council action & discussion):		
Every year the Burien Police Department presents a summary of crime and service delivery statistics taken from the Police Services Annual Report.		
OPTIONS (Including fiscal impacts): N/A		
Administrative Recommendation: Receive the presentation of the 2013 Annual Police Report Summary.		
Advisory Board Recommendation: N/A		
Suggested Motion: None required.		
Submitted by: Administration 	City Manager 	
Today's Date: May 28, 2014	File Code: <u>REC/AgendaBills 2014/060214ps-1 Annual rept</u>	



CITY OF BURIEN
ANNUAL POLICE SERVICE HIGHLIGHTS & DATA
2013

Provided for the Residents by:

Police Chief Scott Kimerer, City of Burien Police Department

14905 6th Ave. SW

Burien, WA 98166

(206) 296-3333

Scott.Kimerer@kingcounty.gov

City of Burien Administration

MAYOR	Lucy Krakowiak
DEPUTY MAYOR	Bob Edgar
COUNCIL MEMBERS	Steve Armstrong Lauren Berkowitz Gerald Robison Nancy Tosta Debi Wagner
CITY MANAGER	Craig Knutson
CHIEF OF POLICE	Chief Scott Kimerer



From Your Police Chief

February 2014

Dear Residents of Burien,

I am again pleased to provide this annual Police Service Report for the City of Burien. As your Police Chief, it is my commitment to ensure that the people of our city are informed of the public safety issues and achievements of your police department.



The goal of a responsive police department remains our highest priority. The Burien Police Department consistently rates high in citizen surveys for community response and satisfaction. That feedback helps us evaluate and continuously strive to improve our service. We continue to see increased use of our online reporting system and are looking to offer more crime information on the City Of Burien website.

The Burien Police Department is dedicated to reducing crime and the fear of crime by using problem-solving approaches that reduce calls to repeat locations, and involving the community. In 2013, we continued to build on our successful programs such as Block Watch and Citizen Patrol. As well, our Community Emergency Response Team continues to grow with newly trained members available to assist in our neighborhoods in the event of a disaster.

In 2013, our overall crime rate in the city remained static with significant decreases (over 30%) in violent crime. We did see an increase in property crimes, which remains a priority focus for our department. We will remain vigilant in our efforts to keep Burien safe.

I thank you for your time and attention to this report. I would also thank the Burien City Council, City staff, and citizens of Burien for their continued support of this community. I would further like to commend the members of the Burien Police Department for their outstanding efforts to reduce crime and help make Burien a great place to live.

Sincerely,

K. Scott Kimerer, Chief of Police



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About the Annual Police Service Highlights & Data Report

The Annual Police Service Highlights & Data Report contains information on the service efforts and accomplishments of the Burien Police Department to support its mission, goals, and objectives. The goal of the report is to keep the City of Burien residents, staff, administrators, and elected officials informed of police service and crime activity in the city. The report is produced by the City of Burien Police Department in partnership with the King County Sheriff's Office (KCSO) Research, Planning and Informational Services and Contracts Units. Questions about the report can be directed to the Burien chief of police.

The Police Service Highlights section gives a narrative of police efforts and year-to-year comparisons of selected crime and police service data. Most of the data in this section is taken from the Police Services Data section unless otherwise indicated as being from a difference source.

The Police Service Data section provides further detailed crime and police service data. Please note that numbers in this section may differ slightly from numbers in the Police Services Highlights due to rounding differences.

Note: Burien annexed the North Highline potential annexation area on April 1, 2010. According to the 2010 Census, the population before annexation was 33,313; the population after annexation was 48,072. Where applicable, the report specifies where population is included in calculations.

Burien Police Department Mission, Goals, & Core Values

Mission

The mission of the Burien Police Department is to prevent crime and create an environment where people feel safe, while providing quality, professional law enforcement services designed to improve public safety.

Core Values

The Burien Police are committed to the core values of Leadership, Integrity, Service and Teamwork. We firmly believe in our core values and let these values guide all work that we do in the community.

Goals & Objectives

In order to realize this mission, the City of Burien Police Department has adopted the following goals and objectives:

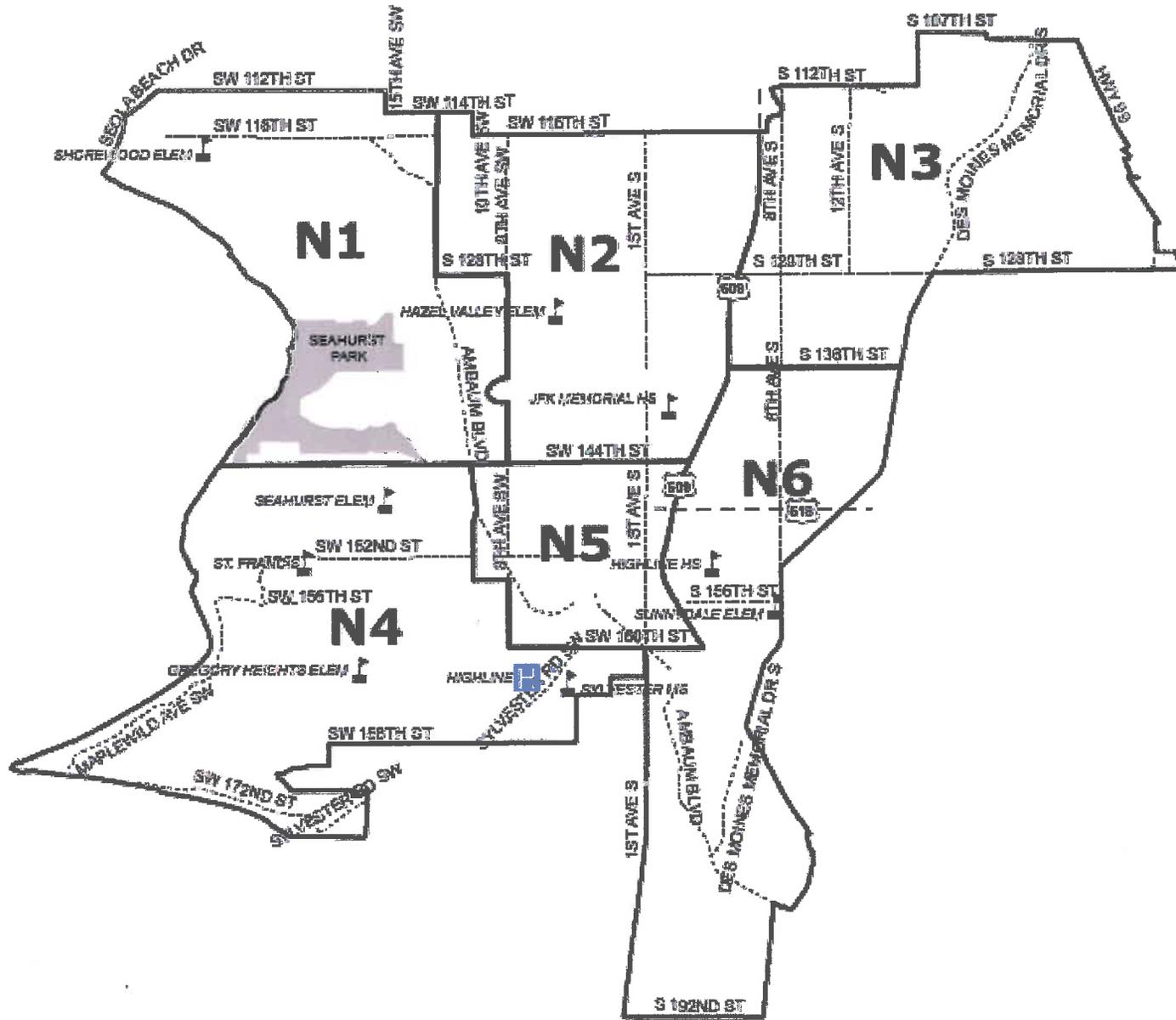
Goal # 1: Reduce crime and the fear of crime

- Objective: Use information for crime analysis
- Objective: Apprehend offenders
- Objective: Prevent crime
- Objective: Improve residents' feeling of security

Goal # 2: Provide high-quality, cost-effective, and accountable services to the City of Burien

- Objective: Provide responsive services to residents.
- Objective: Provide cost-effective services to residents.





City of Burien Patrol Districts



City of Burien **Police Service Highlights** 2013



City Cost Comparison

The city cost comparison study is conducted annually by the King County Sheriff's Office Contracts Unit. The study accounts for city budget differences and may factor in (or factor out) certain line items in an effort to allow for "apples-to-apples" comparison between cities. Burien's cost per capita shown here is different than the contract cost per capita, which only includes Burien's law enforcement contract paid to the county. The following budget information is obtained directly from the city's budget, which may include funding for extra police services.

City	2013 Police Budget	2013 Population	2013 Budgeted Sworn	Cost/ Capita	Cost/ Sworn	Sworn/ 1000
Auburn	\$19,667,768	73,235	101.0	\$269	\$194,730	1.38
Bellevue	\$37,884,315	132,100	177.0	\$287	\$214,036	1.34
Black Diamond	\$1,601,108	4,170	8.0	\$384	\$200,139	1.92
Bothell	\$11,107,080	34,460	57.0	\$322	\$194,861	1.65
Burien	\$10,236,600	48,030	49.2	\$213	\$207,892	1.03
Covington	\$3,142,140	18,100	15.7	\$174	\$199,628	0.87
Des Moines	\$7,940,759	29,730	37.0	\$267	\$214,615	1.24
Edmonds	\$8,211,119	39,950	51.0	\$206	\$161,002	1.28
Federal Way	\$24,545,946	89,720	126.0	\$274	\$194,809	1.40
Issaquah	\$6,793,276	32,130	34.0	\$211	\$199,802	1.06
Kenmore	\$3,128,450	21,170	15.9	\$148	\$196,264	0.75
Kent	\$27,996,423	120,500	145.0	\$232	\$193,079	1.20
Kirkland	\$19,317,186	81,730	97.0	\$236	\$199,146	1.19
Lake Forest Park	\$3,332,192	12,680	18.0	\$263	\$185,122	1.42
Lynnwood	\$12,536,235	35,960	71.0	\$349	\$176,567	1.97
Maple Valley	\$3,653,145	23,910	18.2	\$153	\$200,722	0.76
Mercer Island	\$6,025,921	22,720	32.0	\$265	\$188,310	1.41
Mill Creek	\$4,241,225	18,600	26.0	\$228	\$163,124	1.40
Mukilteo	\$4,535,025	20,440	28.0	\$222	\$161,965	1.37
Newcastle	\$1,577,501	10,640	8.5	\$148	\$186,246	0.80
Normandy Park	\$1,590,042	6,350	10.0	\$250	\$159,004	1.57
North Bend	\$1,497,300	6,020	6.8	\$249	\$220,191	1.13
Puyallup	\$13,932,090	37,980	57.0	\$367	\$244,423	1.50
Redmond	\$18,133,872	55,840	85.0	\$325	\$213,340	1.52
Renton	\$24,493,727	95,540	121.8	\$256	\$201,081	1.27
Sammamish	\$5,272,932	48,060	25.2	\$110	\$209,077	0.52
SeaTac	\$9,124,809	27,310	42.3	\$334	\$215,870	1.55
Seattle	\$263,085,780	626,600	1,311.0	\$420	\$200,676	2.09
Shoreline	\$10,733,199	53,670	51.7	\$200	\$207,605	0.96
Snoqualmie	\$3,620,512	11,700	14.0	\$309	\$258,608	1.20
Tukwila	\$15,607,411	19,160	74.0	\$815	\$210,911	3.86
Woodinville	\$2,930,148	10,990	13.5	\$267	\$217,209	1.23
<i>Partner City Averages (weighted)</i>				\$191	\$207,618	0.92
<i>Non-Partner City Averages (weighted)</i>				\$335	\$200,014	1.67

Data sources:



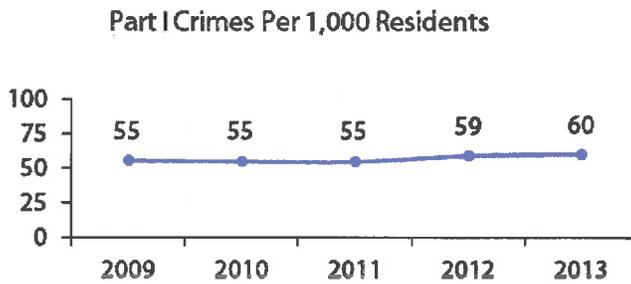
1. City budgets are found on city websites or via city finance personnel.
2. Population is from the Office of Financial Management.



Burien's Crime Rate

The Crime Rate is a calculation of the number of Part I Crimes divided by population in thousands. Part I Crimes is a category of crimes established by the Federal Bureau of Investigation (FBI). It includes criminal homicide (which includes murder and non-negligent manslaughter, but excludes deaths by negligence, attempts to kill, suicides, accidental deaths, justifiable homicide, and traffic fatalities), forcible rape, robbery, aggravated assault, burglary, larceny-theft, motor vehicle theft, and arson.

Note: The 2010 calculation uses a weighted average of pre- and post-annexation populations.



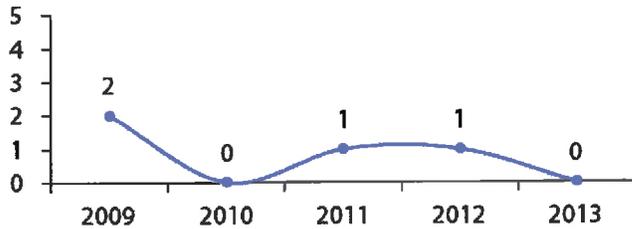
Source: Police Services Data



Part I Violent Crimes against People

Part I Crimes include crimes categorized as “violent crimes” or “crimes against people.” The following are Burien’s Part I Violent Crimes.

Homicide

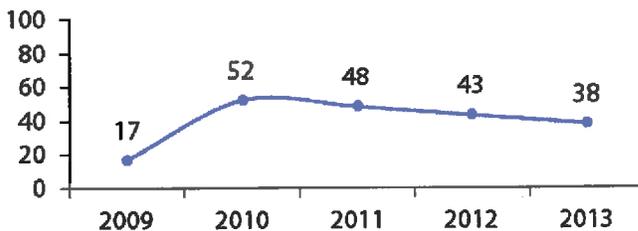


Homicide

The willful killing of one human being by another. Includes murder and non-negligent manslaughter, justifiable homicide, and manslaughter by negligence.

Source for all below: Police Services Data

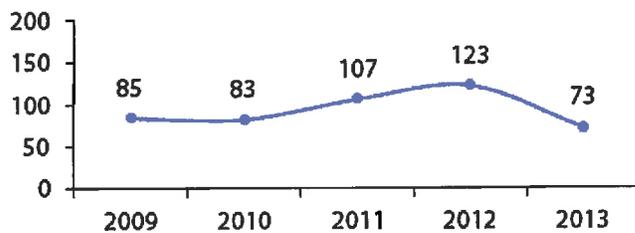
Rape



Rape

Rapes by force and attempts or assaults to rape, regardless of the age of the victim, are included in this count. Statutory offenses (no force used—victim under age of consent) are excluded.

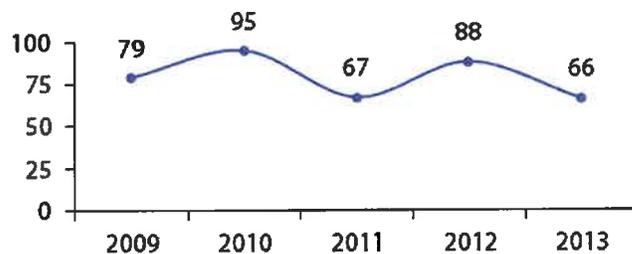
Aggravated Assault



Aggravated Assault

Aggravated assault is an unlawful attack by one person upon another for the purpose of inflicting severe or aggravated bodily injury. This type of assault usually is accompanied by the use of a weapon or by means likely to produce death or great bodily harm.

Robbery



Robbery

Robbery is the taking or attempting to take anything of value from the care, custody, or control of a person by force, threat of force, violence, or by putting the victim in fear.

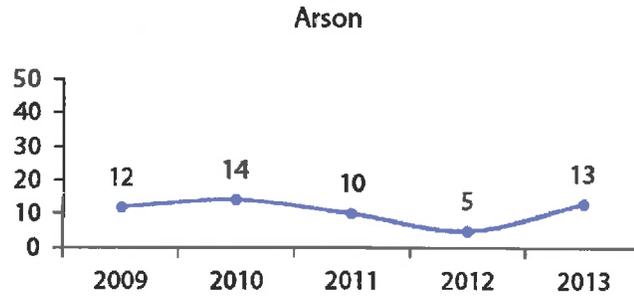


Part I Non-Violent Crimes against Property

The second group of Part I Crimes is known as “non-violent crimes,” “crimes against property,” or “property crimes.” The following are Burien’s Part I Crimes against Property. Information about vehicle theft, also included in this category, can be found with traffic and automobile incident information.

Arson

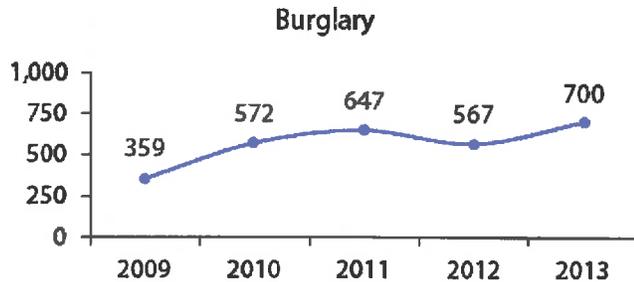
Arson is any willful or malicious burning or attempt to burn, with or without intent to defraud, a dwelling house, public building, motor vehicle or aircraft, or personal property of another.



Source for all below: Police Services Data

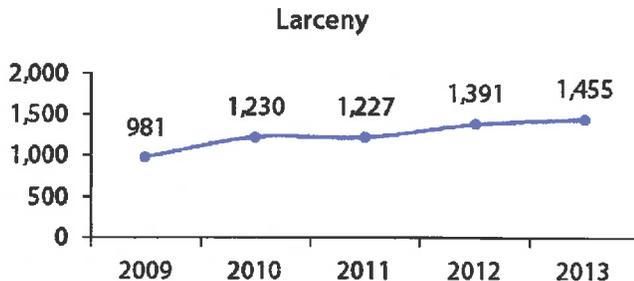
Burglary (breaking or entering)

Burglary is the unlawful entry of a commercial or residential structure with the intent to commit a crime. Attempted forcible entry is included.



Larceny (except vehicles)

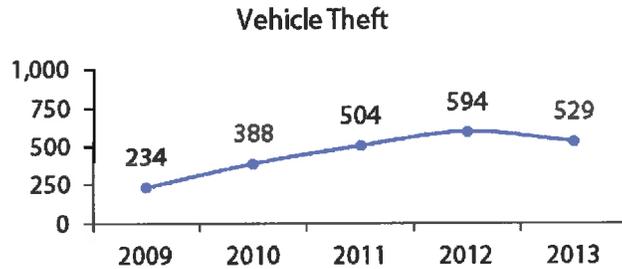
Larceny is the unlawful taking, carrying, leading, or riding away of property of any value amount from the possession or constructive possession of another. Examples are thefts of bicycles, motor vehicle parts and accessories, shoplifting, pocket-picking, or the stealing of any property or article that is not taken by force and violence or by fraud. Attempted larcenies are included. Embezzlement, forgery, check fraud, and like crimes are excluded.



Traffic and Automobile Incident Information

Vehicle theft

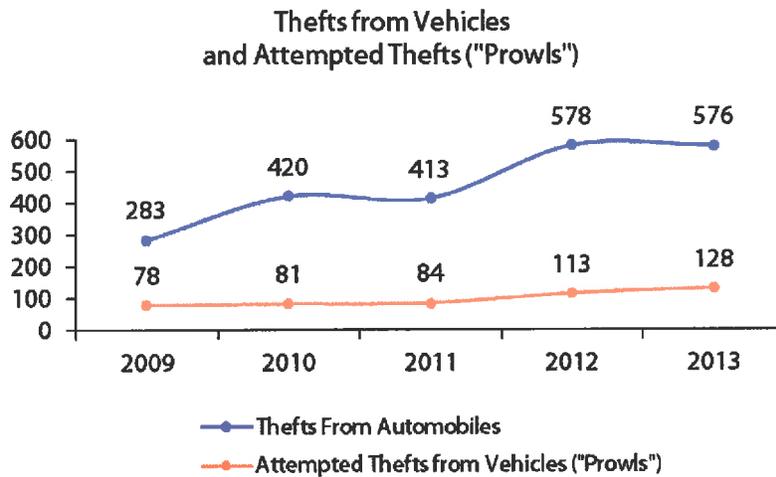
Vehicle theft is included in Part I Crimes against Property. It is the theft or attempted theft of a motor vehicle, which is defined as being self-propelled and running on a land surface and not on rails. Motorboats, construction equipment, airplanes, and farming equipment are specifically excluded from this category.



Source: Police Services Data

Thefts and Attempted Thefts ("Prowls") from Automobiles

A theft or attempted theft ("prowl") from an automobile is the act or attempted act of taking something from the inside of an automobile.

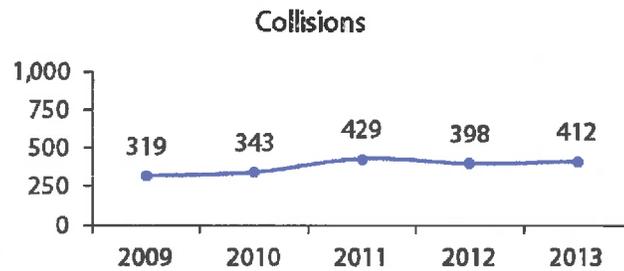


Source: Police Services Data and CAD System



Traffic Collisions

Collision information includes reports for injury, non-injury, and fatality vehicle collisions. Driving under the influence (DUI) collisions and hit-and-runs are excluded from this category.



Source: Police Services Data

Citizen Traffic Complaints

Citizen traffic complaints include all reports residents make regarding chronic traffic violations and requests for traffic enforcement. Complaints are assigned out to specific traffic enforcement units as well as patrol and are worked on a regular basis. Some complaints are resolved relatively quickly, while others become the site of on-going traffic enforcement projects.



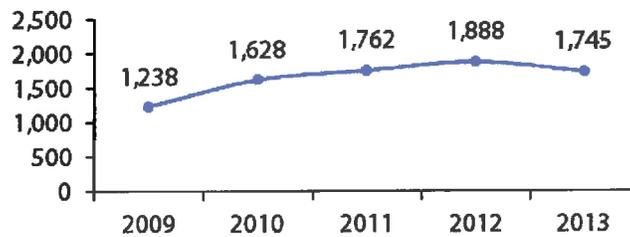
Source: Police Services Data



Part I & II Cases Closed by Arrest

The cases below represent incidents where an officer or detective has recommended that the King County Prosecutor's Office file criminal charges against the case suspect. These criminal charges may result in an arrest or another form of punitive action, such as a citation. A prosecuting attorney is solely responsible for the decision to formally file charges and prosecute defendants.

Part I & II Case Closed by Arrest

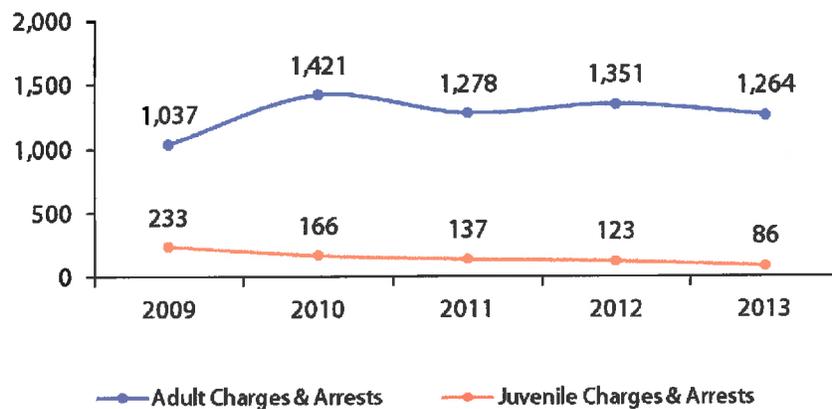


Source: KCSO RPIS Unit

Adult and Juvenile Charges and Arrests

One or more charges can result from a single arrest. Charges also can be filed when probable cause exists against a person who may not have been arrested. The following are the total number of felony and misdemeanor charges and arrests by adult and juvenile status.

Adult, Juvenile Charges and Arrests



Source: Police Services Data

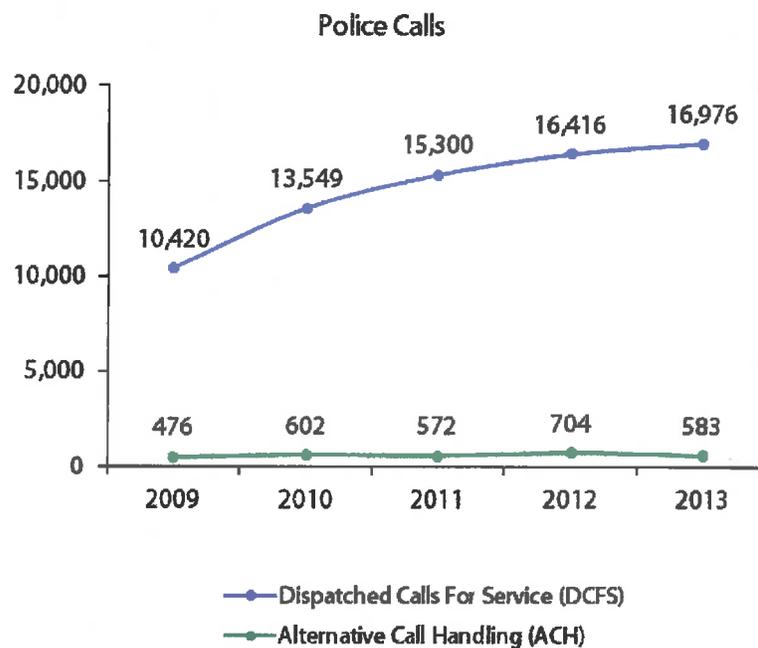


Calls for Police Assistance

The public receives police assistance in a variety of ways. Residents can call the Emergency 911 Communications Center to have one or more officers dispatched to the field, called a “dispatched call for service.”

In addition to dispatched calls for service, 911 center operators can take certain types of reports over the phone through alternative call handling (ACH). This allows police officers more time to respond to those who need an officer present at the location of their incident.

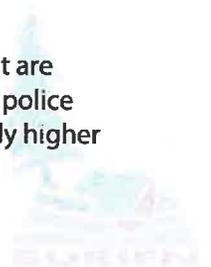
Following are the numbers of dispatched calls for service (DCFS) and alternative call handling (ACH) incidents reported.



Source: Police Services Data and CAD



Dispatched Calls For Service (DCFS): The number of DCFS shown here includes calls that are verified to take place inside the city limits and that are charged to the city as part of its police contract. Total DCFS counts, as shown in the Police Service Data section, may be slightly higher (usually less than 5 percent higher).



Response Times to High Priority Calls

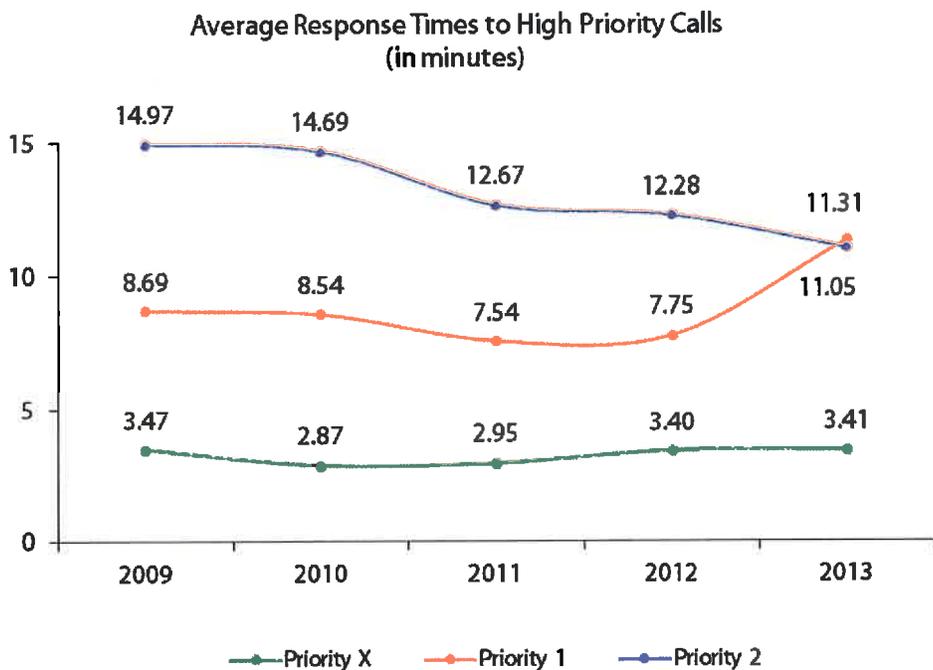
When calls for police assistance are received by the Emergency 911 Communications Center, they are entered into the Computer Aided Dispatch (CAD) system and given a "priority" based on the criteria described below. If the call receiver is in doubt as to the appropriate priority, the call is assigned the higher of the two priority designators in question.

"Priority X" designates critical dispatches. These are incidents that pose an obvious danger to the life of an officer or citizen. It is used for felony crimes in-progress where the possibility of confrontation between a victim and suspect exists. Examples include shootings, stabbings, robberies or burglaries.

"Priority 1" designates immediate dispatches. These are calls that require immediate police action. Examples include silent alarms, injury traffic accidents, in-progress crimes or crimes so recent that the suspect may still be in the immediate area.

"Priority 2" designates prompt dispatches. These are calls that could escalate to a more serious degree if not policed quickly. Examples include verbal disturbances and blocking traffic accidents.

Following are the City of Burien's Police response times for the above priority calls. Response times include all time from the receipt of a phone call to the moment an officer arrives at the location of the incident.



Source: Police Services Data



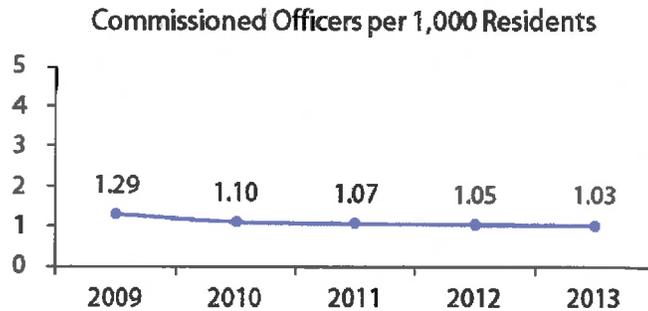
Computer Aided Dispatch (CAD): A computerized communication system used by emergency response agencies for dispatching and tracking calls for emergency assistance.



Commissioned Officers per 1,000 Residents

Commissioned officers per 1,000 residents shows how many commissioned police officers are employed by Burien for every 1,000 residents. This number includes commissioned officers who work in supervisory or other non-patrol related positions as well as special services officers who work part-time for the city. It does not include professional (i.e. non-commissioned) support staff.

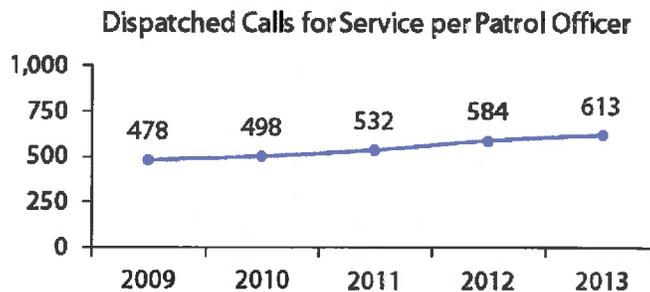
Note: The 2010 calculation uses a weighted average of pre- and post-annexation populations. "Commissioned Officers per 1,000 Residents" for 2010 would be 1.02 using post-annexation population of 48,072, or 1.47 using the pre-annexation population of 33,313.



Source: KCSO Contracts Unit

Dispatched Calls for Service (DCFS) per Patrol Officer

Dispatched calls for service (DCFS) per patrol officer is the average number of dispatched calls one patrol officer responds to within a year. This number uses only dispatched calls Burien pays for and does not include the number of responses an officer initiates (such as witnessing and responding to traffic violations, called "on views"). Also, the numbers below are *patrol only* and exclude non-patrol commissioned officers (such as supervisors or special duty officers/detectives).



Source: KCSO Contracts Unit



Costs of Police Services per Capita

The City of Burien contracts with the King County Sheriff's Office (KCSO) for police services. Among other benefits, contracting for services from a larger law enforcement agency allows for cost savings through "economies of scale." Specific economies of scale provided through the contract with KCSO include:

- Mutual aid agreements with other law enforcement agencies in Washington State
- A large pool of officers if back-up help is necessary
- Coverage if city officers are away
- Expertise of specialized units to assist officers
- More experienced officers to select from for city staffing
- Cost sharing throughout the department to keep city costs down

Costs for police services vary depending on a city's resources and the level and type of police services the community wants. The City of Burien may have additional funds or expenditures for special projects or programs as part of the city's law enforcement budget. These additional costs are not reflected in the contract cost per capita, which shows the contract cost for police services divided by Burien's population.

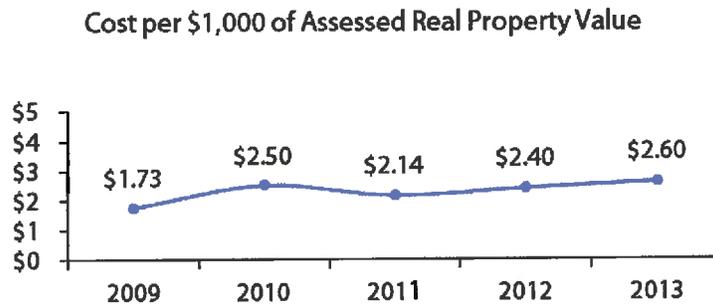
Note: The 2010 calculation uses a weighted average of pre- and post-annexation populations. "Contract Cost per Capita" for 2010 would be \$185.88 using post-annexation population of 48,072, or \$268.23 using the pre-annexation population of 33,313.



Source: KCSO Contracts Unit

Cost per \$1,000 of Assessed Real Property Value

Cost per \$1,000 of assessed real property value shows Burien's contract cost in relationship to the property values of Burien.



Source: King County Assessor's Office

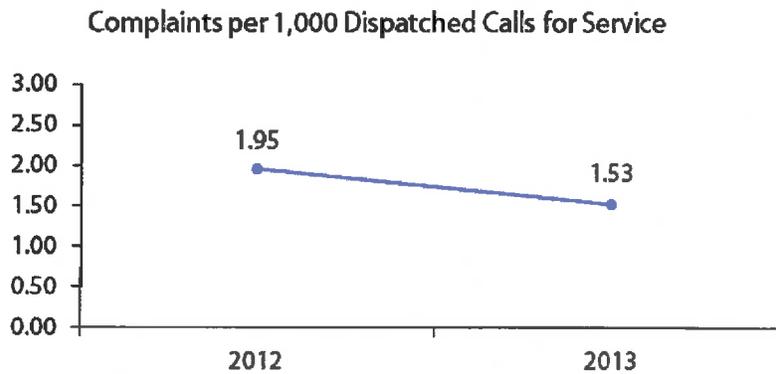


Complaints against Officers

Complaints against city police officers can originate from the public or internal police department personnel. All complaints are accepted and reviewed. When a complaint is made, the King County Sheriff's Office Internal Investigations Unit (IIU) will review the complaint. While serious complaints are investigated by IIU, the majority of complaints are less serious and are handled at the worksites by supervisors. The following are the total number of internal and external complaints that were investigated for city officers:

Note: Beginning in 2012 and 2013, a new methodology for reporting and collecting information about Complaints against Officers was implemented. This new methodology takes advantage of improved reporting features available in the database used to collect complaints. This method will be used going forward and will provide a more accurate view of complaints received.

	2012	2013
Number of Complaints	32	26
Number of Dispatched Calls for Service	16,416	16,976



Source: KCSO Internal Investigations & Human Resource Units



City of Burien **Police Service Data** 2013



SUMMARY	1ST	2ND	3RD	4TH	YTD
TOTAL PART 1 OFFENSES	781	699	658	736	2874
Part 1 Closed Offenses	145	72	85	67	369
TOTAL PART 2 OFFENSES	755	748	755	783	3041
Part 2 Closed Offenses	72	108	105	90	375
Officers Assaulted	2	0	0	2	4
Total Domestic Violence Offenses	101	159	143	144	547
Gang Incidents	143	79	51	138	411
ADULT ARREST TOTAL	356	328	304	276	1264
AUTO RECOVERIES	1ST	2ND	3RD	4TH	YTD
Inside / Inside	79	59	65	94	297
Outside / Inside	50	48	52	57	207



PART 1 OFFENSES	1ST	2ND	3RD	4TH	YTD
Criminal Homicide	0	0	0	0	0
Rape	4	2	2	4	12
Child Rape	5	3	2	9	19
Attempted Rape	1	1	3	2	7
Robbery, Highway	5	5	9	10	29
Robbery, Commercial	0	0	0	0	0
Robbery, Gas Station	0	0	1	0	1
Robbery, Chain Store	5	1	2	6	14
Robbery, Residence	1	0	1	1	3
Robbery, Bank	1	1	2	0	4
Robbery, Miscellaneous	1	2	4	3	10
Robbery, Carjack	3	0	0	2	5
Assault, Firearm	2	2	6	5	15
Assault, Knife	1	3	5	5	14
Assault, ODW	3	3	4	1	11
Assault, Hands	8	5	6	14	33
Comm Burglary, FE	36	17	21	28	102
Comm Burglary, NF	3	11	5	14	33
Comm Burglary, ATT	3	3	5	3	14
Residential Burglary, FE	91	88	75	85	339
Residential Burglary, NF	39	37	42	35	153
Residential Burglary,ATT	11	20	13	15	59
Larceny, +250	160	167	136	139	602
Larceny, 0-250	250	206	200	197	853
Vehicle Theft	143	117	108	156	524
Truck-Bus Theft	0	1	0	0	1
Other Vehicle Theft	2	1	1	0	4
Theft Boat/RV	0	0	0	0	0
Arson Confirmed	3	3	5	2	13
TOTAL PART 1 OFFENSES	781	699	658	736	2874

38 Rapes

66 Robberies

73 Assaults

149 C Burgs

551 R Burgs

602 L+Boats

529 Veh Thefts



PART 2 OFFENSES	1ST	2ND	3RD	4TH	YTD
Assault 4th	55	72	109	79	315
Forgery/Fraud Offenses	65	74	71	56	266
Stolen Property	2	3	5	0	10
Vandalism	148	113	115	150	526
Weapons	11	9	17	17	54
Commercial Vice	1	1	2	2	6
Total Sex Offenses	31	33	26	14	104
Gambling, Other	0	0	0	0	0
Family/Juvenile Offenses	126	125	135	126	512
DUI	35	26	23	21	105
Liquor Violation	1	2	0	1	4
Disorderly Conduct	8	5	7	5	25
Kidnapping	1	0	2	1	4
Trespass	76	56	66	101	299
Heroin, etc	8	15	6	11	40
Marijuana	6	1	0	0	7
Synthetic Narcotics	5	7	11	8	31
Other Narcotics	0	0	0	0	0
Hate Crimes	1	0	0	0	1
Viol Crt Order (misd)	29	41	25	27	122
Viol Crt Order (felony)	0	5	7	7	19
All Other	146	160	128	157	591
TOTAL PART 2 OFFENSES	755	748	755	783	3041



PART 1 CASES CLOSED/CLEARED FOR THE					
FOLLOWING OFFENSES:	1ST	2ND	3RD	4TH	YTD
Criminal Homicide	0	0	0	0	0
Rape (including attempt)	1	0	0	0	1
Robbery	2	0	3	5	10
Aggravated Assault	12	9	11	11	43
Comercial Burglary	7	2	1	1	11
Residential Burglary	15	9	8	5	37
Larceny +250	9	7	11	6	33
Larceny 0-250	99	43	50	38	230
Arson	0	2	1	1	4
TOTAL	145	72	85	67	369
PART 2 CASES CLOSED/CLEARED FOR THE					
FOLLOWING OFFENSES:	1ST	2ND	3RD	4TH	YTD
Assault 4th	47	60	80	69	256
Narcotics	19	35	17	20	91
Check Frauds	6	13	8	1	28
TOTAL	72	108	105	90	375



DISPATCHED CALLS					
FOR SERVICE	1ST	2ND	3RD	4TH	YTD
N1	630	616	728	637	2611
N2	718	747	860	731	3056
N3	622	699	735	701	2757
N4	354	457	482	363	1656
N5	1040	1154	1185	1217	4596
N6	550	644	643	526	2363
TOTAL DCFS	3914	4317	4633	4175	17039

LARCENY OFFENSES	1ST	2ND	3RD	4TH	YTD
Gas	0	0	0	0	0
APA	13	16	14	7	50
Bike	9	13	7	2	31
COMD	4	1	4	0	9
NSC	36	56	58	28	178
P/P	2	2	4	3	11
P/S	6	3	7	7	23
S/L	135	77	67	76	355
TFA	149	157	119	151	576
TFB	56	48	56	62	222
TOTAL	410	373	336	336	1455



ARRESTS	1ST	2ND	3RD	4TH	YTD
Juvenile Arrests					
Felony	9	0	2	4	15
Misdemeanor	19	20	21	11	71
Homicide <from Homicide Unit-Report under Felony>	0	0	0	0	0
JUVENILE ARREST TOTAL	28	20	23	15	86
Adult Arrests					
Felony	72	49	58	54	233
Misdemeanor	284	279	246	222	1031
Homicide <from Homicide Unit-Report under Felony>	0	0	0	0	0
ADULT ARREST TOTAL	356	328	304	276	1264
Grand Total Arrests					
	384	348	327	291	1350



JUVENILE FEL. ARRESTS	1ST	2ND	3RD	4TH	YTD
Aggravated Assault	0	0	0	1	1
Arson	0	0	0	0	0
Burglary	3	0	1	0	4
Counterfeiting / Forgery	0	0	0	0	0
Disorderly Conduct	0	0	0	0	0
DUI	0	0	0	0	0
Embezzlement	0	0	0	0	0
Forcible Rape	0	0	0	0	0
Fraud	0	0	0	0	0
Gambling, Other	0	0	0	0	0
Larceny	0	0	0	0	0
Liquor Violation	0	0	0	0	0
Marijuana	0	0	0	0	0
Narcotics / Drug Violation	0	0	0	0	0
Other (except Traffic)	0	0	0	0	0
Other (Traffic Violations)	0	0	1	0	1
Prostitution - VICE	0	0	0	0	0
Robbery	0	0	0	2	2
Sex Offense (No Rape)	0	0	0	0	0
Simple Assault	0	0	0	0	0
Stolen Property	4	0	0	0	4
Vandalism	0	0	0	0	0
Vehicle Theft	2	0	0	0	2
Weapons Violations	0	0	0	1	1
TOTAL	9	0	2	4	15

JUVENILE MISD ARRESTS	1ST	2ND	3RD	4TH	YTD
Aggravated Assault	0	0	0	0	0
ARSON	0	0	0	0	0
Burglary	0	0	0	0	0
Counterfeiting / Forgery	0	0	0	0	0
Disorderly Conduct	3	1	3	0	7
DUI	0	1	0	0	1
Embezzlement	0	0	0	0	0
Forcible Rape	0	0	0	0	0
Fraud	0	0	0	0	0
Gambling, Other	0	0	0	0	0
Larceny	6	2	7	4	19
Liquor Violation	3	0	1	0	4
Marijuana	0	0	0	0	0
Narcotics / Drug Violation	0	0	0	0	0
Other (except Traffic)	2	1	1	0	4
Other (Traffic Violations)	0	2	3	1	6
Prostitution - VICE	0	0	0	0	0
Robbery	0	0	0	0	0
Sex Offense (No Rape)	0	0	0	0	0
Simple Assault	3	11	5	4	23
Stolen Property	0	0	0	0	0
Vandalism	1	2	1	1	5
Vehicle Theft	1	0	0	0	1
Weapons Violations	0	0	0	1	1
TOTAL	19	20	21	11	71



ADULT FEL. ARRESTS	1ST	2ND	3RD	4TH	YTD
Aggravated Assault	10	6	14	12	42
ARSON	0	0	0	1	1
Burglary	10	9	5	5	29
Counterfeiting / Forgery	1	3	0	0	4
Disorderly Conduct	0	0	0	0	0
D U I	0	0	0	0	0
Embezzlement	0	0	0	0	0
Forcible Rape	1	0	0	1	2
Fraud	1	2	1	0	4
Gambling, Other	0	0	0	0	0
Larceny	2	0	1	0	3
Liquor Violation	0	0	0	0	0
Marijuana	0	0	0	0	0
Narcotics / Drug Violation	7	5	7	9	28
Other (except Traffic)	10	9	10	5	34
Other (Traffic Violations)	3	3	4	3	13
Prostitution - VICE	0	0	0	0	0
Robbery	3	3	2	4	12
Sex Offense (No Rape)	3	1	0	0	4
Simple Assault	0	0	0	0	0
Stolen Property	8	2	1	2	13
Vandalism	1	1	3	0	5
Vehicle Theft	12	3	10	6	31
Weapons Violations	0	2	0	6	8
TOTAL	72	49	58	54	233

ADULT MISC ARRESTS	1ST	2ND	3RD	4TH	YTD
Aggravated Assault	0	0	0	0	0
Arson	0	1	0	0	1
Burglary	0	0	0	0	0
Counterfeiting / Forgery	2	1	1	1	5
Disorderly Conduct	6	7	1	2	16
D U I	27	19	22	18	86
Embezzlement	0	0	0	0	0
Forcible Rape	0	0	0	0	0
Fraud	0	2	0	0	2
Gambling, Other	0	0	0	0	0
Larceny	95	48	47	44	234
Liquor Violation	1	7	0	1	9
Marijuana	2	0	1	1	4
Narcotics / Drug Violation	0	6	1	2	9
Other (except Traffic)	40	49	34	33	156
Other (Traffic Violations)	52	54	39	39	184
Prostitution - VICE	0	0	0	0	0
Robbery	0	0	0	0	0
Sex Offense (No Rape)	0	1	2	1	4
Simple Assault	43	61	75	64	243
Stolen Property	3	2	1	1	7
Vandalism	9	18	16	14	57
Vehicle Theft	1	1	1	0	3
Weapons Violations	3	2	5	1	11
TOTAL	284	279	246	222	1031



**CITY OF BURIEN
AGENDA BILL**

Agenda Subject: Discussion of Proposed King County Metro Bus Route Reductions and Cuts		Meeting Date: June 2, 2014
Department: Community Development	Attachments: 1. Community Mobility Contracts Program Overview 2. Reduced and Deleted Routes Summary	Fund Source: N/A Activity Cost: TBD Amount Budgeted: None Unencumbered Budget Authority: \$0
Contact: Liz Olmstead, Planner		
Telephone: (206) 812-7575		
Adopted Work Plan Priority: Yes No <input checked="" type="checkbox"/> <input type="checkbox"/>	Work Plan Item Description:	
PURPOSE/REQUIRED ACTION:		
<p>The purpose of this agenda item is for the City Council to discuss the next steps for transit options after the defeat of Proposition 1. Proposition 1 was a ballot measure in the April 22, 2014 King County Special Election that if approved would have funded bus service, road safety and maintenance, and other transportation improvements in King County.</p>		
BACKGROUND (Include prior Council action & discussion):		
<p>Following the defeat of Proposition 1, King County Metro Transit is moving forward with its proposal to reduce and cut bus service by 16% to address an annual budget deficit of \$75 million. On June 9, 2014, the Metropolitan King County Council is scheduled to make the final vote regarding the aforementioned bus reductions and cuts. Metro's current proposal will reduce or eliminate service on three Burien routes: 121, 122, and 139 affecting commuters moving throughout King County and circulating within the City of Burien. Routes 121 and 122 are scheduled to be reduced in September of 2015, and route 139 is scheduled to be eliminated in September of 2014. King County has stated that they will not know what specific trips are being cut from routes 121 and 122 until they begin implementing the service reductions in September of 2015.</p>		
<p>King County recently announced the Community Mobility Contracts Program which would give jurisdictions the ability to purchase transit service above what Metro is able to provide in order to restore or enhance transit service. Through this program, jurisdictions may partner together to address routes that travel through multiple jurisdictions, tailor routes to serve the community better, and potentially partner with non-governmental agencies to share costs. The City has not been able to obtain specific information on costs and other details of the program as of yet. King County is beginning to evaluate the costs for contracting service and will provide more information on the process and cost model as it is developed.</p>		
<p>Attachment 1 outlines the King County Metro Community Mobility Contracts Program. This program is currently under development by King County and more information will be provided as it is released.</p>		
<p>Attachment 2 outlines the proposed reductions and cuts to routes 121, 122, and 139.</p>		
OPTIONS (Including fiscal impacts):		
N/A		
Administrative Recommendation: Monitor the Community Mobility Contracts Program and report back with costs as they become available.		
Advisory Board Recommendation: N/A		
Suggested Motion: None		
Submitted by: Liz Olmstead Administration 		City Manager 
Today's Date: May 28, 2014		File Code: R:\CC\Agenda Bill 2014\060214cd-1 King County Metro Dialog.docx

King County Metro Community Mobility Contracts Program

Metro's Community Mobility Contracts program allows cities to purchase transit service above what Metro is currently able to provide given current financial constraints. This program should not be viewed as a permanent solution to the region's transit funding challenges, but rather as an option for cities to enhance or restore transit service. The program is similar to Metro's existing Service Partnership Program, but allows for a more significant investment that covers the full cost of providing service.

The Community Mobility Contracts program is based on three principles:

- Contracts must reflect the full cost of providing the service.
- Contracts cannot come at the expense of other cities or the regional allocation of service.
- The program is intended as a bridge to keep buses on the street until the state legislature provides a sustainable funding tool for local transportation needs.

How the Community Mobility Contracts Program will work

Under this program, any city or group of cities in King County can contract with Metro to avoid planned cuts. The program could also provide enhanced transit services to advance a community's economic, planning and development, and livability goals. Contracted services give cities the flexibility to tailor transit services to meet unique local transportation needs.

The program is based on a contracted service model. Cities can invest in additional transit hours beyond the countywide level of service provided by Metro. Cities participating in this program will pay the full cost associated with the enhanced level of service.

There are several reasons why cities may consider a contracted services model:

- **Preserve service slated for cuts:** Cities can choose to invest in routes that are proposed to be reduced or eliminated.
- **Enhance service on underserved corridors:** Metro's 2013 service review found that more than 500,000 additional hours of bus service are needed annually to meet demand throughout the County. Many of the hours are needed to adequately serve underserved corridors that connect important employment and educational centers. Cities could choose to invest in meeting this existing demand.
- **Tailored service:** Cities could use this program to develop services tailored to their unique community needs. Cities can contract for enhanced services such as circulators and shuttles.

Metro will offer technical assistance to interested cities to help identify service investments that meet the communities' transit and economic objectives. Once a contract is signed, service would begin at the time of Metro's next quarterly service change, when practical.

Metro is also beginning to evaluate the costs for contracting service. The cost to restore transit service on any particular route depends on several factors and each contract will be evaluated individually. Metro is developing a cost model that considers the following factors:

- Hours of service (number of operating hours and whether service is peak-only or all-day)
- Miles traveled
- Vehicle type (Metro operates primarily 40- and 60-foot long diesel hybrid and electric trolley buses)
- Bus fleet use or financing costs

Maintaining a regional transit system

Metro's regional bus service is essential to maintaining a strong economy and mobility throughout King County. The county remains committed to finding a sustainable funding source to restore and grow regional transit service to meet the large and growing demand. The Community Mobility Contracts program provides an option for cities to offset transit service cuts or tailor an enhanced form of transit service, during the near term, when the current system will experience service reductions.

Metro's service reduction proposal

This approach to contracting service does not solve Metro's financial situation. In the absence of new revenue, the Metro will have to reduce 550,000 service hours, or 16 percent, based on current projected revenues. Contracted services can be used by cities to help restore lost service hours.

Metro's service guidelines

Metro uses adopted service guidelines to plan where to add or reduce bus service, and these guidelines will be used to help jurisdictions identify routes that could provide productive service and meet the needs of their communities.

Every year, Metro analyzes our transit system using the service guidelines. The 2013 analysis identified 58 corridors in which the current service level does not meet ridership demand in one or more time periods of the day. These corridors could be candidates for city investments in transit service.

Cities could also invest in preserving service that Metro has proposed to eliminate or reduce in response to the funding shortfall. Metro planned these reductions following the service guidelines. The first priority in the guidelines is to cut the lowest performing service—service that carries fewer people or carries them for shorter distances to fewer of the places the route goes. The second priority is to restructure service—changing a group of routes in an area so the network serves the most riders and costs less to operate, and cuts have the least impact on our

riders. In the case of the current shortfall, Metro is also recommending third priority reductions--cutting services that are not the lowest performing.

Use of the guidelines can help ensure that communities keep service where it is needed most: highly productive routes that carry many riders, low-income and minority communities where many people rely on buses, and routes that get people to key destinations across King County.

Source:

King County Metro Community Mobility Contracts Program Handout (May 2014)

E-mail from Victor Obeso, Manager of Service Development at Metro Transit (May 27, 2014)

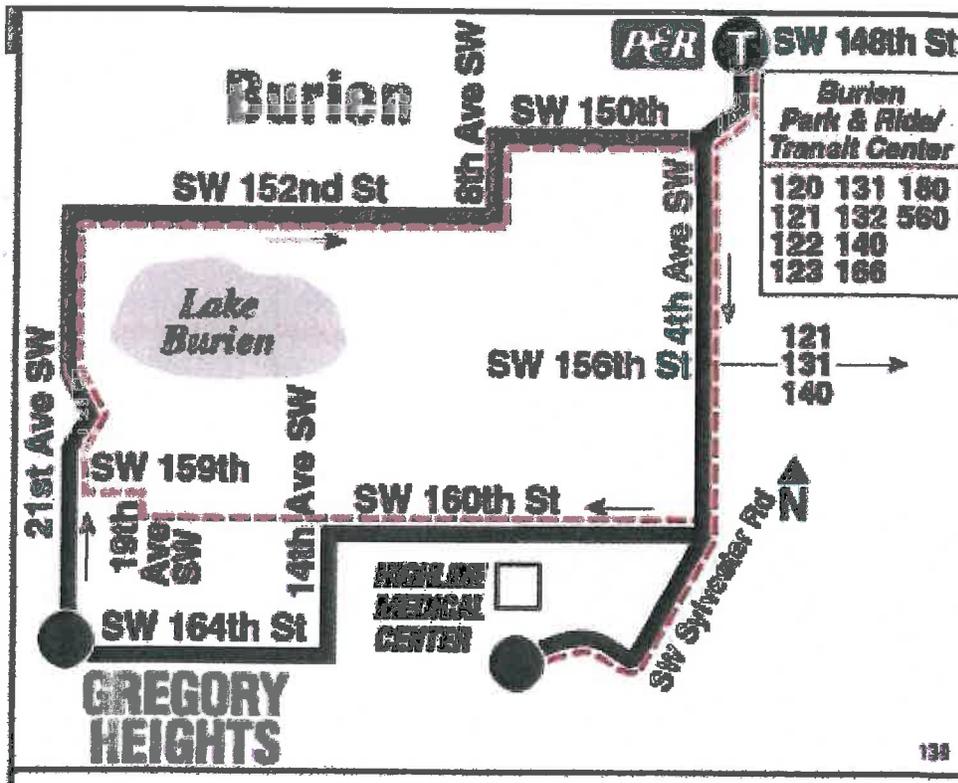
Route	Description	Phase
139	Burien Transit Center, Gregory Heights, Highline Hospital	Sept 2014

Summary of changes

- Route deleted

Reduction priority and reasons why the service was reduced or changed

- Priority 1
- Deleted because it is one of the lowest performing routes in Metro's system



Route	Description
121	Highline Community College - Seattle Central Business District

Phase
Sept
2015



Summary of changes

- Reduce three morning and five afternoon trips.

Reduction priority and reasons why the service was reduced or changed
For more information on reduction priorities, go to www.kingcounty.gov/metro/reduction-priorities.

- **Priority 2**
- Revised because of the effects of Metro's funding shortage.

In the table below, the color red indicates a change.

Number of Peak trips
Peak periods are 5-9 a.m. and 3-7 p.m. weekdays.

	A.M.	P.M.
CURRENT	16	18
PROPOSED	13	13

Route	Description
122	Highline Community College - Seattle Central Business District

Phase
Sept
2015



Summary of changes

- Reduce one morning and one afternoon trip.

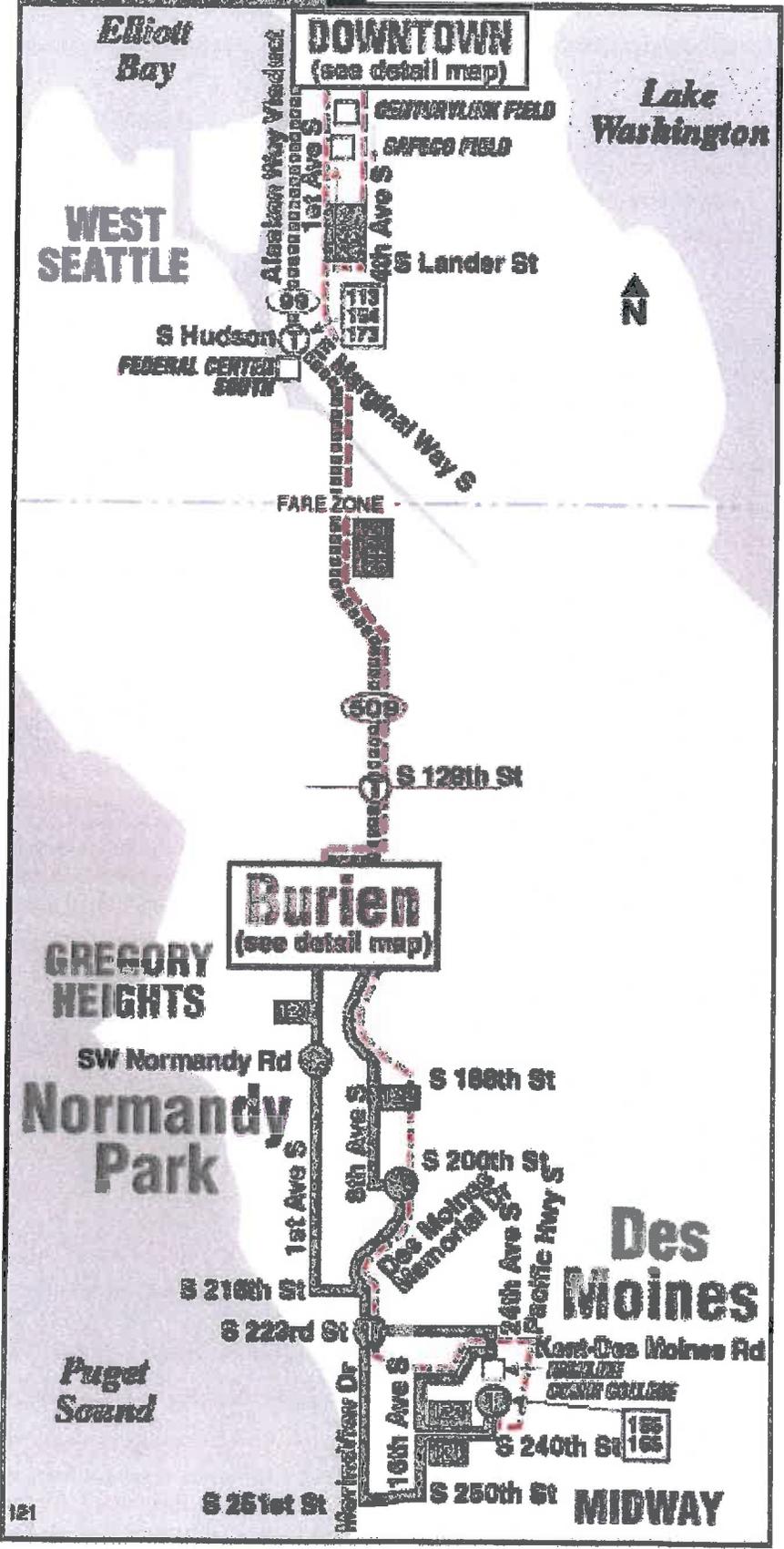
Reduction priority and reasons why the service was reduced or changed
For more information on reduction priorities, go to www.kingcounty.gov/metro/reduction-priorities.

- **Priority 2**
- Revised because of the effects of Metro's funding shortage.

In the table below, the color red indicates a change.

Number of Peak trips
Peak periods are 5-9 a.m. and 3-7 p.m. weekdays.

	A.M.	P.M.
CURRENT	6	8
PROPOSED	5	7



**CITY OF BURIEN
AGENDA BILL**

Agenda Subject: Public Hearing and Discussion on the 2015 through 2020 Six-Year Transportation Improvement Program		Meeting Date: June 2, 2014
Department: Public Works	Attachments: 1. Draft 2015-2020 Transportation Improvement Program 2. Draft Resolution No. 357	Fund Source: N/A Activity Cost: N/A Amount Budgeted: N/A Unencumbered Budget Authority: N/A
Contact: Brian Roberts, Assistant Public Works Director		
Telephone: (206) 439-3164		
Adopted Initiative: Yes No X	Initiative Description: N/A	
PURPOSE/REQUIRED ACTION: The purpose of this agenda item is for Council to hold a public hearing to receive public comments on the 2015-2020 Six-Year Transportation Improvement Program (TIP). Following the hearing, Council may review, discuss and provide direction to staff. By statute, the TIP must be adopted by June 30 each year.		
BACKGROUND (Include prior Council action & discussion): The Six-Year TIP is a short-range planning document that is updated annually based on needs and policies identified through a variety of sources. Staff has evaluated last year's TIP with respect to the Transportation Master Plan to ensure that the new TIP is coordinated with the TMP's goals and the multimodal layered network concept. The TIP will be used as a tool in preparing the City's capital budget. It represents Burien's current list of needed projects that may begin work in the next six years. The primary importance of the Six-Year TIP is to act as a planning tool for the development of transportation facilities within the City. It is used to coordinate transportation projects with our utility districts and other agencies. In most cases, local projects must be included in the TIP to be eligible for state and federal grant programs. State Law requires that each city develop a local TIP and that it be updated annually (RCW 35.77.010).		
OPTIONS (Including fiscal impacts): N/A		
Administrative Recommendation: Conduct a Public Hearing on the 2015-2020 Six-Year Transportation Improvement Program, and place Resolution No. 357 on the June 16 th agenda for consideration.		
Advisory Board Recommendation: N/A		
Suggested Motion: None required		
Submitted by: Brian Roberts Administration 		City Manager 
Today's Date: 5/16/2014		File Code: R:\CC\Agenda Bill 2014\060214pw 2015-2020 Transportation Improvement Plan 1.docx

City of Burien, Washington
Six Year Transportation Improvement Program
2015 - 2020



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EXHIBIT-A

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**CITY OF BURIEN
SIX YEAR TRANSPORTATION IMPROVEMENT PROGRAM
2015-2020**

Introduction

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.

The primary importance of the Six Year TIP is to act as a planning tool for the development of transportation facilities within the City. It is used to coordinate transportation projects with our utility districts and other agencies. Staff has evaluated last year's TIP with respect to the new Transportation Master Plan to ensure that the new TIP is coordinated with the TMP's goals and the multimodal layered network concept. In most cases, local projects must be included in the TIP to be eligible for state and federal grant programs.

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.

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City of Burien

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**Six Year Transportation Improvement Program
2014-2019**

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Project No.	Name of Project	Project Limit	Project Description	Potential Funding Sources	Priority	Total Length of Street in feet	Cost
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).	TIB PSRC	High	4,000	10 M
20.0 (Program A)	4th Avenue SW	SW 156th Street to SW 160th St	Pedestrian access project. Sidewalk on east side, curb and gutter, bike lanes, drainage, landscaping and illumination.	SRTS	High	1,370	1.3M
31	4th Avenue SW & SW 148th Street	Intersection	Upgrade existing signal to include an eastbound right-turn overlap phase and protected left turns. Consider combining with 32 for funding.	METRO TIB	High		1.24M
32	6th Ave SW & SW 148th Street	Intersection	New Signal to add interconnect and protected left turn. Overhead to underground utility conversion. MDR. Consider combining with 31 for funding.	TIB	High		0.30M
35.0	SR 518/Des Moines Memorial Drive Eastbound Off-Ramp	Interchange	Construct eastbound off-ramp from SR 518 to Des Moines Memorial Drive DMMD. Note: Ensure design is consistent with the DMMD Corridor Management Plan.	TIB PSRC Legislature	High		12M
38 (Program A)	S 132nd St Trail Project	9th Ave S to 10th Ave S	Construct shared use path on S 132nd St, in unopened right of way between 9th Ave S to 10th Ave S. Evaluate lighting and signing.	CDBG	High	325	.17M

City of Burien

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Six Year Transportation Improvement Program

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2014-2019

Project No.	Name of Project	Project Limit	Project Description	Potential Funding Sources	Priority	Total Length of Street in feet	Cost
39 (Program A)	Bicycle and Pedestrian Improvements Study	Citywide	Identify specific projects, focusing on currently unopened rights-of-way, to complete the Neighborhood Bikeways identified in the May 2012 Transportation Master Plan.	City	High		0.05M
40 (Program A)	Pedestrian Access Near Schools Study	Citywide	Evaluate and prioritize pedestrian access needs near schools, giving consideration to parking and surface water impacts.	City	High		0.05M
NEW 42 (Program A)	Pedestrian Improvements for Hilltop Elementary Military Road Crosswalk	12300 block	Rectangular Rapid Flashing Beacon (RRFB) and signage for existing school crossing.	City CDBG SRTS	High		0.05M
NEW 43	Pavement Rehabilitation for Embankment Stabilization	Citywide	Regrade and repave selected sites that have excessive roadway embankment settlement.	City	High		0.5M
6	SW 136th Street	1st Avenue South to Ambaum Blvd SW	Reconstruct road to include storm drainage, bike lanes, parking, curb, gutter and sidewalks.	Legislature PSRC	High	3,600	9.5M
13.0 (Programs A,G)	8th Avenue South	S 128th Street to S 136th St	Pedestrian access project. Sidewalk, curb and gutter, bike lanes, drainage, landscaping and illumination. Note: Consider phases along this corridor based on funding sources.	SRTS	High	2,700	1.1M

City of Burien

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**Six Year Transportation Improvement Program
2014-2019**

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Project No.	Name of Project	Project Limit	Project Description	Potential Funding Sources	Priority	Total Length of Street in feet	Cost
14 (Program A)	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 American with Disabilities Act (ADA) standards. Bicycle lanes on both sides of street. Connect to Highline High School. NOTE: Existing three intersections (8th Ave S/S 152nd St, DMMD/8th Ave S, and S 152nd St/DMMD) should be evaluated for comprehensive revisions to improve safety and general awkwardness; consider elimination of an intersection.	Economic Development, SRTS WSDOT	High	2,950	1.2M
17	Ambaum Blvd SW Corridor Study	SW 116th Street to 1st Avenue South	Ambaum Corridor Study of safety, capacity, & non-motorized issues.	City	High	15,000	0.5M
35.1	SR 518/Des Moines Memorial Drive Westbound On-Ramp	Interchange	Construct westbound off-ramp from SR 518 to DMMD. Note: Ensure design is consistent with the DMMD Corridor Management Plan.	TIB PSRC Legislature	High		70M
37	Northeast Redevelopment Area (NERA)	NERA	Construct new streets and signals as envisioned in the Northeast Redevelopment Area (NERA) Plan. Improve and create pedestrian connections. Area generally bounded by 8th Ave S, S 138th St, Des Moines Memorial Drive and SR 518.	City FAA Developer	High		3.5M
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. MDR.	TIB PSRC	High	4,000	10 M
5 (Program A)	S 136th Street	1st Avenue South to DMMD	Bicycle lanes on both sides. Repair inadequate and non-ADA portion of existing sidewalk and fill in gaps in sidewalk. Evaluate appropriate street tree options.	Legislature PSRC	High	4,800	1.3M

City of Burien

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**Six Year Transportation Improvement Program
2014-2019**

DRAFT

Project No.	Name of Project	Project Limit	Project Description	Potential Funding Sources	Priority	Total Length of Street in feet	Cost
11	SW 152nd St	10th Avenue SW to 22nd Avenue SW	From 10th Avenue SW to 20th Avenue SW: curb and gutter; 6- foot sidewalk (evaluate parking at time of design or open house). Bicycle movement through this area shall be accommodated by shared bicycle/vehicle usage, and signage.	Unfunded	High	4,000	12 M
13.1 (Programs A,G)	8th Avenue South	S 136th Street to Des Moines Memorial Dr	Reconstruct road to include curb, gutter, sidewalks, bicycle lanes, parking, drainage, landscaping, and illumination. Note: Consider phases along this corridor based on funding sources.	Unfunded	High	5,300	16 M
44 (Program A)	Pedestrian and Bicycle Facilities	Citywide	Construct bicycle/pedestrian/shared use facilities in unopened rights of way that are not being used for, and not planned to be used for, vehicular access.	City CDBG SRTS	Medium		0.5M
8	SW 144th Street and SW 146th Street	Ambaum Blvd SW to 21st Avenue SW	Reconstruct road to include storm drainage, bike lanes, curb, gutter and sidewalks.	Unfunded	Medium	4,200	12.6 M
9	21st Avenue SW	SW 146th to SW 164th Street	Reconstruct road including storm drainage, transit access, curb, gutter and sidewalks.	Unfunded	Medium	6,780	2.34 M
12	S 146th Street / S 144th Way	8th Avenue S to Des Moines Memorial Drive	Reconstruct road including storm drainage, curb, gutter and sidewalks.	City FAA Developer	Medium	2,530	7.6 M
15 (Program A)	South and SW 146th St	Ambaum Blvd SW to 8th Avenue S	Repair existing sidewalks and ensure implementation of ADA standards for ramps.	Unfunded	Medium	6,200	2M

City of Burien

DRAFT

**Six Year Transportation Improvement Program
2014-2019**

DRAFT

Project No.	Name of Project	Project Limit	Project Description	Potential Funding Sources	Priority	Total Length of Street in feet	Cost
18	16th Avenue SW	SW 160th to SW 168th Street	Reconstruct road including storm drainage, curb, gutter and sidewalks. Major drainage replacement.	Unfunded	Medium	2,728	8.2 M
23	South Normandy Road	1st Avenue South to Des Moines Memorial Drive	Reconstruct road including storm drainage, curbs, gutters, bike lanes and sidewalks. Note: Consistent with DMMD corridor plan.	Unfunded	Medium	1,900	4.5M
25 (Program A)	SW 150th St	1st Avenue South to Ambaum Blvd SW	Fill in gaps in intermittent sidewalk and ensure implementation of ADA standards for ramps.	Unfunded	Medium	3,000	.9M
26	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 improvements and interconnections, landscaping and irrigation, and driveway consolidation where feasible.	Unfunded	Medium	5,700	17M
29 (Program A)	SW 160th Street	2nd Avenue to SW 21st Avenue	Fill in gaps in intermittent sidewalk and ensure implementation of ADA standards for ramps.	Unfunded	Medium	6,500	1.8M
33	8th Avenue S/S 146th St	Intersection	New Signal for NERA. Overhead to underground utility conversion. Signal improvement shall be evaluated as NERA develops to see if Manual of Uniform Traffic control Devices (MUTCD) signal warrants are met.	City FAA Developer	Medium		0.30M
34	S 160th St / 509 Northbound Ramp	Interchange	Coordinate with Washington State Department of Transportation (WSDOT) for this interchange improvements (work with WSDOT to signalize)	Unfunded	Medium		0.4M

City of Burien

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**Six Year Transportation Improvement Program
2014-2019**

DRAFT

Project No.	Name of Project	Project Limit	Project Description	Potential Funding Sources	Priority	Total Length of Street in feet	Cost
2	Des Moines Memorial Drive (DMMD)	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. Note: Consistent with Des Moines Memorial Drive corridor plan and Lake to Sound Trail.	Unfunded	Low	3,676	12 M
3	26th Avenue SW	SW 116th Street to Shorewood Drive SW	Reconstruct road to include curb and gutter, sidewalks, drainage, and landscaping. Major Drainage Replacement MDR.	Unfunded	Low	2,500	7.9 M
4	Shorewood Drive SW	26th Avenue SW to Ambaum Blvd SW, including SW 130th Street	Road reconstruction, including storm drain improvements, pedestrian access, 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 consider uphill bike lane only or accommodated by shared bicycle/vehicle usage, and signage.	Unfunded	Low	8,580	25.74 M
7 (Program A)	8th Avenue SW	Ambaum Blvd SW to Sylvester Rd SW	Reconstruct road to include storm drainage, bike lanes, parking, curb, gutter and sidewalks.	Unfunded	Low	4,800	14.4 M
10	Marine View DR	SW 164th Street to 28th Avenue SW	Reconstruct road including storm drainage, bicycle lane, curb, gutter and sidewalks.	Unfunded	Low	3,000	9 M
13.05 (Programs A,G)	8th Avenue South	S 128th Street to S 136th St	Reconstruct road to include curb, gutter, sidewalks, bicycle lanes, parking, drainage, landscaping, and illumination. Note: Consider phases along this corridor based on funding sources.	Unfunded	Low	2,700	7M

City of Burien

DRAFT

**Six Year Transportation Improvement Program
2014-2019**

DRAFT

Project No.	Name of Project	Project Limit	Project Description	Potential Funding Sources	Priority	Total Length of Street in feet	Cost
13.2 (Programs A,G)	8th Avenue South	S 112th Street to S 128th St	Pedestrian access project. Sidewalk, curb and gutter, bike lanes, drainage, landscaping and illumination. Note: Consider phases along this corridor based on funding sources.	Unfunded	Low	5,300	16M
16 (Program A)	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.	Unfunded	Low	2,604	1.32M
19 (Program A)	SW 116th St	26th Avenue SW to 12th Avenue SW	Fill in gaps in intermittent sidewalk and ensure implementation of ADA standards for ramps.	Unfunded	Low	3,790	.8M
20.1 (Program A)	4th Avenue SW	SW 156th Street to SW 160th St	Reconstruct road including sidewalk on west side, storm drainage, curb, gutter, and sidewalks.	Unfunded	Low	1,370	4 M
21 (Program A)	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.	Unfunded	Low	700	2.1 M
22 (Program A)	28th Avenue SW and SW 170th St	Marine View Drive to SW 22nd Avenue SW	Reconstruct road including storm drainage, pedestrian access, curb, gutter, bike lanes and sidewalks.	Unfunded	Low	3,150	9.45 M
24	S 174th Street / Des Moines Memorial Dr	1st Avenue S to 8th Avenue S	Reconstruct road including storm drainage, street lighting, curb, gutter, bike lanes and sidewalks. Overhead to underground utility conversion.	Unfunded	Low	2,250	6.75M

City of Burien

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**Six Year Transportation Improvement Program
2014-2019**

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Project No.	Name of Project	Project Limit	Project Description	Potential Funding Sources	Priority	Total Length of Street in feet	Cost
27	SW 172nd St / Sylvester Rd SW	SW 171st Street to 16th Avenue SW	Road reconstruction, including storm drain improvements, pedestrian access, 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.	Unfunded	Low	7,500	22.5 M
28	Maplewild Avenue SW	22nd Avenue SW to SW 171st Street	Road reconstruction, including storm drain improvements, pedestrian access, 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.	Unfunded	Low	9,700	29 M
30	Sylvester Road SW	6th Avenue SW to 8th Pl SW	Reconstruct road to include curb and gutter, sidewalks, drainage, landscaping and illumination. Overhead to underground utility conversion.	Unfunded	Low	1,900	5.7 M
NEW 41 (Program A)	S 146th St at 5th Pl S Intersection Improvements	Intersection	Evaluate stop control and/or pedestrian crossing enhancements in conjunction with final buildout of Matheson Park.	City	Low		0.15M

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City of Burien
Capital Programs
2015-2020

DRAFT

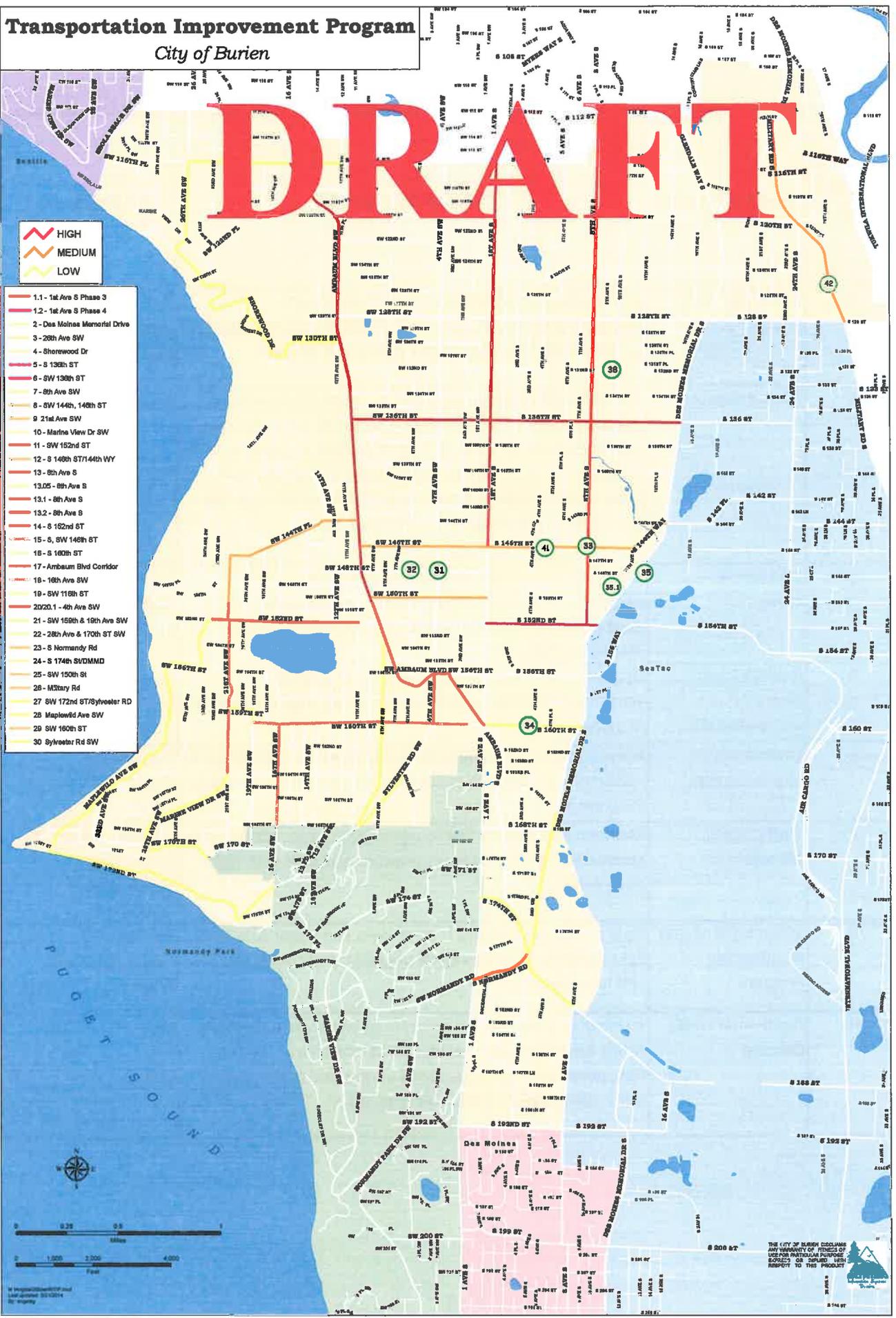
Program No.	Name of Program	Program Description	Funding Sources
A	Pedestrian and Bicycle Facilities	A primarily grant-funded program to construct bicycle/pedestrian/shared use facilities throughout the City. Includes pedestrian actuated flashers and beacons.	Transportation CIP CDBG SRTS
B	Annual Overlay	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. Projects are prioritized through the City Pavement Management System.	Transportation CIP
C	ADA Barrier Mitigation	Upgrades curb ramps, pedestrian push buttons and pedestrian access routes required by the Americans with Disabilities Act. Priorities established by the City's ADA Transition Plan.	Transportation CIP CDBG WSDOT
D	Guardrail and Safety Improvements	Upgrades existing guardrail or installs new where warranted. Includes supplemental signing and/or pavement markings.	Street Fund Street maintenance
E	Channelization Improvements	Maintenance of existing striping and pavement markings, or revisions and additions at selected locations not covered by Program A.	Street Fund Street maintenance
F	Traffic Signal Management	Maintain and operate traffic signals. Update outdated signal controllers and interconnect selected corridors with fiber optic cable.	Transportation CIP Street Fund Signal Maint & Operations
G	Street Lighting and Illumination Program	Operation, maintenance replacement and repair of street light systems. Includes capital upgrades and conversion to LED luminaires.	Street Fund Seattle City Light Puget Sound Energy
H	Residential Traffic Calming	A primarily grant-funded program to install recommended traffic calming facilities at identified locations around the City: pavement markings, speed bumps and tables, speed radar signs, traffic circles, chicanes, etc.	WSDOT TIB PBP SRTS CDBG

Transportation Improvement Program

City of Burien

DRAFT

-  HIGH
 -  MEDIUM
 -  LOW
- 1.1 - 1st Ave S Phase 3
 - 1.2 - 1st Ave S Phase 4
 - 2 - Des Moines Memorial Drive
 - 3 - 28th Ave SW
 - 4 - Shorewood Dr
 - 5 - S 136th ST
 - 6 - SW 136th ST
 - 7 - 8th Ave SW
 - 8 - SW 144th, 148th ST
 - 9 - 21st Ave SW
 - 10 - Marine View Dr SW
 - 11 - SW 162nd ST
 - 12 - S 148th ST/144th WY
 - 13 - 8th Ave S
 - 13.05 - 8th Ave S
 - 13.1 - 8th Ave S
 - 13.2 - 8th Ave S
 - 14 - S 162nd ST
 - 15 - S, SW 148th ST
 - 16 - S 160th ST
 - 17 - Ambaum Blvd Corridor
 - 18 - 16th Ave SW
 - 19 - SW 118th ST
 - 2020.1 - 4th Ave SW
 - 21 - SW 159th & 16th Ave SW
 - 22 - 28th Ave & 170th ST SW
 - 23 - S Normandy Rd
 - 24 - S 174th SVDMMD
 - 25 - SW 150th St
 - 26 - Military Rd
 - 27 - SW 172nd ST/Sylvester RD
 - 28 - Maplewood Ave SW
 - 29 - SW 160th ST
 - 30 - Sylvester Rd SW



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CITY OF BURIEN, WASHINGTON

RESOLUTION NO. 357

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BURIEN, WASHINGTON, ADOPTING THE 2015 THROUGH 2020 SIX-YEAR TRANSPORTATION IMPROVEMENT PROGRAM FOR THE CITY OF BURIEN

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 June 2, 2014, to consider public testimony on the City's proposed 2015 through 2020 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 2015-2020 TIP;

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

Section 1. Adoption. The 2015 through 2020 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 16TH DAY OF JUNE, 2014.

CITY OF BURIEN
/s/ Lucy Krakowiak, Mayor

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

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

Filed with the City Clerk: May XX, 2014
Passed by the City Council: June 16, 2014
Resolution No. 357

**CITY OF BURIEN
AGENDA BILL**

Agenda Subject: Discussion on City Council Meeting Guidelines, Council Meeting Schedule and Council Term Limits	Meeting Date: June 2, 2014
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Department: City Manager / Legal	Attachments: 1. <u>City Council Meeting Guidelines (redlined);</u> 2. <u>Matrix of Council requests;</u> 3. <u>Resolution No. 329;</u> 4. <u>City of Port Angeles Ordinance No. 3060</u>	Fund Source: N/A Activity Cost: N/A Amount Budgeted: N/A Unencumbered Budget Authority: N/A
Contact: Monica Lusk / Craig Knutson		
Telephone: (206) 248-5517 / (206) 248-5535		

Adopted Initiative: Yes No X	Initiative Description:
--	--------------------------------

PURPOSE/REQUIRED ACTION:
The purpose of this agenda item is for Council to hold a discussion on the proposed revisions to the City Council Meeting Guidelines, the Council meeting schedule and Council term limits.

BACKGROUND (Include prior Council action & discussion):

City Council Meeting Guidelines:
At the January 11, 2014 City Council Retreat and April/May meetings, the Council agreed to the following revisions:

1. Verbal comments on general issues not on the agenda are limited to two (2) minutes. Concerns will be referred to staff for a response as appropriate. The Council will take comments for a maximum of 20 minutes. Public Comment will be allowed at the beginning of each agenda item. Individuals will please limit their comments to three (3) minutes. (Guidelines Sections 2.6, 5.1);
2. Staff responses to Correspondence for the Record and the public's questions or concerns received under Public Comment will be placed in a future City Manager's Report (Guidelines Section 2.6);
3. Limit the number of presentations to two (2) per meeting (Guidelines Section 2.6).
4. Place "Council Business" on the Study Session Agenda. (Guidelines Section 2.7);
5. Support of three Councilmembers is needed to add new agenda items for scheduling at a future Council meeting." (Guidelines Section 2.7, 3.3);
6. "Future Agenda Items" will be listed at the end of the proposed agenda schedule (Guidelines Section 3.2); and
7. The proposed agenda schedule will be reviewed during each Council meeting. (Guidelines Section 3.2;)

While discussing the Financial Policies at the October 22, 2012, meeting, the Council reached consensus on the process to approve out-of-state and overnight travel for Councilmembers. This item will be added to the Guidelines as Section 22.2 if the Council so directs.

8. Council attendance at conferences/trainings that require out-of-state or overnight travel will be brought before the Council for approval.

The Council's requested revisions will be reviewed during the discussion to check whether staff has captured the Council's intent. Any further changes will be noted as a result of this discussion and the revisions will be brought back to the Council at a future business meeting for approval.

City Council Meeting Schedule:

At the May 5, 2014, meeting, Councilmembers agreed to add a discussion on the number of meetings per month. Attached is Resolution No. 329 to aid in your discussion. If the results of this discussion changes the number of meetings per month, a resolution will be brought back to the Council for approval and the changes will be noted in the revisions to the Guidelines (Section 2.1).

BACKGROUND (Include prior Council action & discussion):
cont'd.

Council Term Limits:

Term limits would need to be established by an ordinance of the City Council.

Attached is a sample ordinance of one of the four (4) code cities in the State that have adopted term limits.

OPTIONS (Including fiscal impacts): N/A

Administrative Recommendation: Hold discussion and provide direction to staff.

Advisory Board Recommendation: N/A

Suggested Motion: None required.

Submitted by:
Administration *MJ/KC me*

~~Interim~~ City Manager 

Today's Date: May 21, 2014

File Code: R:/CC/Agenda Bill 2014/060214cm-1
Guidelines, mtg sched, term limits



CITY OF BURIEN, WASHINGTON

**CITY COUNCIL
MEETING GUIDELINES**

2013

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SECTION 1. AUTHORITY

- 1.1** The Burien City Council hereby establishes the following Council Meeting Guidelines. These Guidelines shall be in effect upon adoption by the Council and until such time as they are amended or new procedures adopted in the manner provided by these Guidelines. Council-Manager Plan of Government, RCW 35A.13, is attached as Exhibit A.

SECTION 2. COUNCIL MEETINGS

2.1 REGULAR MEETINGS AND STUDY SESSIONS.

- A. Regular meetings of the City Council of the City of Burien shall be held at 7:00 p.m. on the first and third Monday of each month at the building designated as Burien City Hall, currently located at 400 SW 152nd Street, Burien, Washington, or at another location the City Council may deem appropriate. (Resolution No. 3 and amended by Resolution Nos. 19, 35, 71, 97, 101, and 290)
- B. Regular Meeting is defined as a meeting used to conduct all ordinary and routine business of the city.
- C. Study Sessions of the City Council of the City of Burien shall be held at 7:00 p.m. on the fourth Monday of each month (except as noted in “G” below).
- D. Study Session is defined as a meeting used to review and discuss pertinent business of the city and to prepare matters for action at a Regular Meeting.
- E. The City Council may take official action at either a Regular Meeting or at a Study Session. Only business items requiring action that are time sensitive shall be scheduled at a Study Session. Both Regular Meetings and Study Sessions will be broadcast live on the City’s government cable T.V. channel, TBC21.
- F. City Council workshops will be held quarterly, at a location designated by the City Council.
- G. During the months of June, July, and August, Council meetings will be held on the first and third Mondays of the month. The Study session on the fourth Monday will be canceled during these months.
- 2.2** Should any Council meeting fall upon a date designated as a legal holiday, then that meeting shall be canceled.

2.3 Public comment and public hearing sign-up sheets will be available at each Regular Council meeting for the use of the public wishing to address the Council.

2.4 The City Clerk shall prepare minutes for all Council meetings, which shall contain an account of all official actions of the Council. The minutes will constitute the official record of the Council. Council meetings shall be electronically recorded and retained for the period of time as provided by State law.

2.5 TYPES OF MEETINGS

- A. Regular: used to conduct all ordinary and routine business of the city.
- B. Study Session: used to review and discuss pertinent business and policy issues of the City and to prepare matters for action at a Regular Meeting.
- C. Special: any Council meeting other than a Regular Meeting or Study Session which has been called for the purpose of conducting official action or studying an issue. Notice shall be given at least 24 hours in advance. A Special Council meeting may be scheduled by the Mayor and three additional Councilmembers, or at the request of a majority of the Councilmembers.
- D. Emergency: a Special Council meeting called without 24-hour notice. An Emergency meeting deals with an emergency involving injury or damage to persons or property or the likelihood of such injury or damage, when time requirements of a 24 hour notice would make notice impractical and increase the likelihood of such injury or damage. Emergency meetings may be called by the Mayor or a majority of Councilmembers. The minutes will indicate the reason for the emergency.
- E. Executive Session: a Council meeting that is closed except to the Council, City Manager, and authorized staff members and/or consultants authorized by the Mayor or a majority of Councilmembers. The public is restricted from attendance. Executive Sessions may be held during Regular, Study Session, or Special Council meetings, or as separate meetings, and will be announced by the Mayor. Executive Session subjects are limited to considering matters authorized by state law, per RCW42.30.110.

Before convening an Executive Session, the Mayor shall announce the specific purpose of the meeting and the potential for action by the Council when it reconvenes. The Mayor shall also announce that the Executive Session will be conducted per RCW42.30.110(2).

Executive Sessions will begin and end in accordance with State law. At the conclusion of the Executive Session, if the potential for taking action was previously announced, the public meeting will reconvene.

2.6 ORDER OF REGULAR COUNCIL MEETING AGENDA

Call to Order

The Mayor calls the meeting to order.

Pledge of Allegiance

The Mayor, and at times, invited guests lead the flag salute.

Roll Call

The City Clerk shall call the roll, and the Mayor shall indicate any Councilmember who is not in attendance and whether or not the Councilmember has an excused absence.

Agenda Confirmation

Councilmembers may offer motions to alter the current agenda through deletion, revision or additions to the agenda.

Public Comments

Members of the audience may comment in writing or verbally on items relating to any matter. ~~Verbal comments are limited to three (3) minutes per person and five (5) minutes for groups.~~ Verbal comments on general issues not on the agenda are limited to two (2) minutes. Concerns will be referred to staff for a response as appropriate. The Council will take comments for a maximum of 20 minutes. Public Comment will be allowed at the beginning of each agenda item. Individuals will please limit their comments to three (3) minutes. Attendees who are unable to do so by themselves may ask City Clerk for assistance to read their comments. Staff responses to Correspondence for the Record and the public's questions or concerns received under Public Comment will be placed in a future City Manager's Report.

Correspondence for the Record

Correspondence that discloses personal information will be edited out before included in the Record. Correspondence that contains profanity or abusive in nature would be submitted to the Mayor who would decide whether it should be included in the Record. Correspondence that is sent anonymously will not be included in the Record.

Consent Agenda

Consent Agenda items are considered to be routine and are approved by one motion. Items on the Consent Agenda include but are not limited to minutes, vouchers or other matters discussed at a previous City Council meeting. Three Councilmembers may remove any item(s) from the Consent Agenda for separate discussion and action. When an item is removed, the Consent Agenda is

considered for action without that item. After the Consent agenda has been considered, each item which was removed is considered. When discussion on that item is completed, a motion may be made to vote on the item or to refer it to another meeting.

Business Agenda

Public Hearings and Discussion

Public hearings are held to receive public comment on important issues and/or issues requiring a public hearing by State statute or Burien ordinances. Public wishing to comment will follow the same procedure as for "Public Comments" and may speak after being recognized by the Mayor. After all persons have spoken, the hearing is closed to public comment. The Council may then proceed with deliberation. For legislative public hearings, Council's decision will occur at the next regular meeting.

Proclamations and Presentations

The Mayor presents proclamations. A proclamation is defined as an official declaration made by either the City Council or the Mayor. The Mayor and Councilmembers may each request the preparation of two proclamations a year to honor individuals or groups. Requests for proclamations from outside organizations and groups will be placed in the City Manager's Report and reviewed by the City Council. Proclamations must be signed or otherwise be pre-approved by a majority of Councilmembers prior to execution by the Mayor. Proclamations may be placed on the Council agenda for official presentation or mailed to the honored individual or organization as appropriate.

~~Presentations are also scheduled at this time. Presentations are scheduled as the first item under the Business Agenda and are limited to two per meeting.~~

The City Manager may provide written report to the City Council under "City Manager's Report."

Ordinances and Resolutions

Ordinances are legislative acts or local laws. They are the most permanent and binding form of Council action and may be changed or repealed only by a subsequent ordinance. Ordinances normally become effective five days after publication in the City's official newspaper.

Resolutions are adopted to express Council policy or to direct certain types of administrative action. A resolution may be changed by adoption of a subsequent resolution.

Ordinances and resolutions may be passed under any of the agenda sections.

City Manager Report

Council Business

Councilmembers may report on meetings and activities in which they have participated and represented the City. Councilmembers may also provide written reports to the “City Manager’s Report.”

Executive Session

An Executive Session may be held before, during or after a Council meeting, as described in Council Policy 2.5 (5).

Adjournment

With no further business to come before the Council, the Mayor shall entertain a motion to adjourn. Councilmembers will vote on the motion to adjourn in the same manner as other motions.

Breaks

Generally, formal breaks during the meeting will not be called.

2.7 ORDER OF STUDY SESSION AGENDA

Call to Order

Pledge of Allegiance

Roll Call

Correspondence for the Record

Discussion Items

Council Business

These are business items the full Council wishes to discuss and study in preparation for action at a future Council meeting. As noted in Section 2.1 E, action may be taken at a study session.

Members of the audience may comment on the item being discussed when recognized by the Mayor.

~~Requests for new agenda items should be brought to the 4th Monday Study Session for scheduling at a future Council meeting.~~

Adjournment

SECTION 3. AGENDA PREPARATION

- 3.1** The City Clerk, in consultation with the Mayor and City Manager, will prepare an agenda for each Council meeting specifying the time and place of the meeting, and set forth a brief general description of each item to be considered by the Council.

- 3.2 The proposed agenda schedule will be reviewed during ~~the last regular~~ each Council meeting ~~of each month~~. The City Manager and City Clerk will maintain a list entitled “Future Agenda Items” of all known or requested items for future Council agendas at the end of the schedule. Changes in the proposed schedule from the previous ~~week meeting~~ will be highlighted in bold with the reason for the change noted in italics below the item. This will be provided with each agenda and be the basis of the Council’s ~~monthly~~ review discussion.
- 3.3 The Mayor and/or City Manager may place items on a Council meeting agenda, according to the Proposed Council Agenda Schedule and requests supported by a minimum of three Councilmembers.
- 3.4 An item may be delayed if the Mayor and/or the City Manager know it is of particular importance to an absent Councilmember.
- 3.5 Legally required and advertised public hearings will have a higher priority over other time-scheduled agenda items, which have been scheduled by convenience rather than for statutory or other legal reasons.
- 3.6 Agenda items that are continued from one meeting to another will have preference on the agenda to the extent possible.
- 3.7 Agendas with supporting materials will be provided to the City Council at 5 pm the Thursday prior to the meeting. Agenda and materials will be available at City Hall, on the City’s website and at the Burien Library for City staff, media and the public at 4:00 pm on the Friday prior to the meeting.
- 3.8 The Council may use the “Recommended Motion” language on the agenda bill for making a motion.

SECTION 4. COUNCIL DISCUSSION AND DECISION MAKING PROCESS

- 4.1** New or non-routine topics and issues will be discussed first at a Study Session unless the topic requires more immediate discussion.
- 4.2** The Council will take action at a following Regular meeting unless Council agrees that action can be taken immediately (except Consent Agenda and emergency items).
- 4.3** If a majority of the Council arrives at consensus to put an issue up for a vote and a Councilmember is not there when the vote takes place, then that Councilmember should not bring the item back.
- 4.4** The Mayor will facilitate the discussion in a timely manner and Councilmembers will try to be cognizant of the amount of time the discussion is taking.
- 4.5** The Mayor will state the public hearing procedures before each public hearing.
- 4.6** Staff/consultants will provide brief information and respond to questions by Councilmembers or as requested by the City Manager.
- 4.7** Councilmembers are individually responsible for gathering additional information on issues and for calling staff with questions not covered during the formal Study Session or Regular meeting process.
- 4.8** To the extent not otherwise governed by these Guidelines, Council discussion will be governed by ROBERT'S RULES OF ORDER, NEWLY REVISED.

SECTION 5. COMMENTS, CONCERNS & TESTIMONY TO COUNCIL

- 5.1 Persons addressing the Council, who are not specifically scheduled on the agenda, shall be requested to step up to the podium, give their name and address for the record, and limit their remarks to ~~three (3) minutes. Groups shall limit their remarks to five (5) minutes. two (2) minutes. Concerns will be referred to staff for a response as appropriate. The Council will take comments for a maximum of 20 minutes. Public Comment will be allowed at the beginning of each agenda item. Individuals will please limit their comments to three (3) minutes.~~ Attendees who are unable to do so by themselves may ask City Clerk for assistance to read their comments.

All remarks will be addressed to the Council as a Whole. Any person making personal, impertinent, or slanderous remarks, or who becomes boisterous, threatening, or personally abusive while addressing the Council, may be requested to leave the meeting.

- 5.2 The Mayor has the authority to preserve order at all meetings of the Council, to cause removal of any person from any meeting for disorderly conduct and to enforce the Rules of the Council. The Mayor may command assistance of any peace officer to enforce all lawful orders of the Mayor to restore order at any meeting.
- 5.3 Public with complaints, concerns or questions, will be encouraged to refer the matter to the City Manager, or ask that the matter be placed on a future City Council meeting agenda with the appropriate background information.

SECTION 6. MOTIONS

- 6.1** Prior to discussion, the Deputy Mayor will make the motion, and the senior member of the Council will make the second. If the Deputy Mayor is absent, the senior Councilmember will make the motion and the second most senior member will make the second.

After the motion is made and seconded, the applicable staff member will give a short presentation on the subject to be discussed.

- 6.2** If a motion does not receive a second, it dies. Motions that do not need a second include: nominations, withdrawal of motion, agenda order, request for a roll call vote, and point of order.
- 6.3** A motion that receives a tie vote is deemed to have failed.
- 6.4** Motions shall be clear and concise and not include arguments for the motion within the motion.
- 6.5** After a motion has been made and seconded, the Council may discuss their opinions on the issue prior to the vote and may state why they will vote for or against a motion, if they wish to do so.
- 6.6** When the Council concurs or agrees with an item that does not require a formal motion, the Mayor will summarize the agreement at the conclusion of the discussion.
- 6.7** A motion may be withdrawn by the maker of the motion, at any time, without the consent of the Council.
- 6.8** A motion to table is undebatable and shall preclude all amendments or debate of the issue under consideration. If the motion to table prevails, the matter may be "taken from the table" only by adding it to the agenda of a future Regular or Special meeting at which time discussion will continue; and if an item is tabled, it cannot be reconsidered at the same meeting.
- 6.9** A motion to postpone to a certain time is debatable, is amendable, and may be reconsidered at the same meeting. The question being postponed must be considered at a later time at the same meeting, or at a time certain at a future Regular or Special City Council meeting.
- 6.10** A motion to postpone indefinitely is debatable, is not amendable, and may be reconsidered at the same meeting only if the motion to reconsider received an affirmative vote.
- 6.11** A motion to call for the question shall close debate on the main motion and is undebatable. This motion must receive a second and fails without a two-thirds

(2/3) vote. If seven (7) Councilmembers are present, then five (5) must vote in the affirmative to fill the 2/3 requirement. Debate is reopened if the motion fails.

- 6.12 A motion to amend is defined as amending a motion that is on the floor and has been seconded, by inserting or adding, striking out, striking out and inserting, or substituting.
- 6.13 Whenever possible, proposed substantive amendments should be written out with all Councilmembers receiving copies in advance of the meeting.
- 6.14 Discussion of the motion only occurs after the motion has been moved and seconded.
- 6.15 When the discussion is concluded, the motion maker, Mayor, City Clerk, or City Attorney shall repeat the motion prior to voting.
- 6.16 The City Council votes on the motion as restated. If the vote is unanimous, the Mayor shall state that the motion has been passed unanimously according to the number of Councilmembers present, such as “7-0” or “6-0”.
- 6.17. If the vote is not unanimous, and a Councilmember requests it, each Councilmember shall state his/her vote by roll call vote taken by the City Clerk. The City Clerk or City Attorney then restates the outcome of the vote. For example, the outcome may be restated as, “Councilmembers A, B, C, and D vote ‘yes’. Councilmembers E, F, and G vote ‘no’. The vote is 4-3 to adopt Ordinance X. The motion carries.”
- 6.18 Once the vote has been taken, the topic of discussion is closed. It is not necessary for Councilmembers to justify or explain their vote. If Councilmembers wish to make their positions known, this should be stated during the discussion *preceding* the vote.
- 6.19 When a question has been decided, any Councilmember who voted in the majority may move for a reconsideration, but no motion for reconsideration of a vote shall be made after the meeting has adjourned.
- 6.20 When the Council concurs or agrees with an item that does not require a formal motion, the Mayor will summarize the Council’s consensus at the conclusion of the discussion.

- 6.21** The City Attorney shall decide all questions of interpretations of these meeting guidelines and other questions of a parliamentary nature which may arise at a Council meeting. All questions not provided for in these meeting guidelines shall be governed by Robert's Rules of Order, Newly Revised.

In the event of a conflict, these Council meeting guidelines shall prevail.

SECTION 7. ORDINANCES

- 7.1** All ordinances shall be prepared or reviewed by the City Attorney. No ordinance shall be prepared for presentation to the Council unless requested by a majority of the City Council, the City Manager, or the City Attorney.
- 7.2** Ordinances shall be introduced by an Agenda Bill. The City Clerk shall assign a permanent ordinance number prior to placing the ordinance on the agenda. The City Attorney shall review the ordinance and sign it prior to placing it before the City Council for its consideration.
- 7.3** Upon enactment of the ordinance, the City Clerk shall obtain the signature of the Mayor. After the Mayor's signature, the City Clerk shall sign the ordinance.
- 7.4** Ordinances or ordinance summaries shall be published in the official newspaper as a legal publication in the first possible publication following enactment.
- 7.5** An ordinance becomes effective five (5) days after the publication of the ordinance or ordinance summary unless otherwise specified in the ordinance.

SECTION 8. PRESIDING OFFICER OF THE COUNCIL

The Mayor shall:

- A. Be the official spokesperson for the City
- B. Act as the official head of the City for all ceremonial purposes.
- C. Sign documents as appropriate on behalf of the Council.
- D. Observe and enforce the Council Meeting Guidelines.
- E. Act as presiding officer at all meetings of the Council.
- F. Preserve order and decorum in the Council Chambers.
- G. Decide all questions on order, in accordance with the Guidelines, subject to appeal by any Councilmember.

- H. Recognize Councilmembers in the order in which they request the floor. The Presiding Officer, as a Councilmember, shall have only those rights, and shall be governed in all matters and issues by the same rules and restrictions as other Councilmembers.
- I. Endeavor to facilitate the discussion in a timely manner.
- J. Share information with Councilmembers on meetings, issues, etc. that the Mayor has received, conducted or participated in as part of his/her official status as Mayor.
- K. Appoint Councilmembers to serve on ad-hoc committees if necessary.
- L. Serve as the Council's delegate to the National League of Cities, Association of Washington Cities, and other events and conferences.
- M. In the absence of the Mayor, the Deputy Mayor shall carry out the above responsibilities.
- N. In the absence of the Mayor and Deputy Mayor, the member with the most continuous tenure on the Council shall be the presiding officer.
- O. In the event the Mayor and Deputy Mayor are unavailable to serve, the senior member of the Council shall serve as the Mayor to convene and preside over a special meeting of the Council for the purpose of naming an acting mayor and deputy mayor.
- P. The acting mayor and deputy mayor shall serve until such time as new members are appointed to fill any vacancies on the Council.
- Q. When the Council again has seven members, it shall elect a Mayor and Deputy Mayor to fill the previously unexpired terms.

SECTION 9. COUNCIL RELATIONS/ANTI HARASSMENT POLICY

9.1 ANTI-HARASSMENT POLICY

- A. It is City policy to foster and maintain a work environment that is free from discrimination and intimidation. Toward this end, the City will not tolerate harassment of any kind that is made by elected officials toward fellow councilmembers or members of the public. Elected officials are expected to show respect for one another and the public at all times, despite individual differences.
- B. Harassment is defined as verbal, written or physical conduct that demeans or shows hostility or aversion toward an employee, another elected official or members of the public. Examples of prohibited conduct include slurs or demeaning comments to councilmembers, employees or members of the public relating to race, ethnic background, gender, religion, sexual orientation, age, or disability.
- C. Sexual harassment is a form of unlawful discrimination.
- D. This policy is intended to assist the City in addressing not only illegal harassment, but also any conduct that is offensive and inappropriate. Councilmembers are strongly urged to report all incidents of harassment, discrimination or other inappropriate behavior.

9.2 REPORTING DISCRIMINATION OR HARASSMENT

- A. If the incident involves a city employee, the incident should be reported as soon as possible to the City Manager.
- B. If the incident involves an elected official or official appointed by the City Council such as an advisory board member, the incident should be reported as soon as possible to the Mayor.
- C. If the incident involves an elected official or official appointed by the City Council such as an advisory board member, the Mayor may ask the City Manager to assist the Council by providing a list of qualified experts to investigate the incident and advise the council on a response to the complaint.
- D. All complaints will be investigated promptly. Upon receiving a complaint, the mayor shall initiate an investigation within 24 hours, or by the end of the next business day.
- E. All complaints will be kept confidential to the fullest extent possible, and will be disclosed only as necessary to allow an investigation and response to the complaint. No one will be involved in the investigation or response except those

with a need to know. Any special concerns about confidentiality will be addressed at the time they are raised.

- F. If the incident involves the Mayor, then the Mayor's responsibilities described in (B), (C) & (D) above will be performed by the City Attorney.
- G. Anyone who is found to have violated this policy is subject to corrective action. Corrective action will depend on the gravity of the offense. The City will take whatever action it deems necessary to prevent an offense from being repeated.
- H. The City will not permit retaliation against anyone who makes a complaint or who cooperates in an investigation.
- I. Both the person filing the complaint and the alleged offender shall receive a written response that contains the findings of the investigation and any action taken. Unless extra time is needed for a thorough investigation, the response will normally be given within thirty (30) days of when the complaint was received. All parties will be notified of an extended investigation if such an extension is necessary to complete the findings.

9.3 COUNCIL RELATIONS WITH STAFF

- A. There will be mutual respect from both City staff and Councilmembers of their respective roles and responsibilities.
- B. City staff shall acknowledge the Council as policy makers, and the Councilmembers shall acknowledge City staff as administering the Council's policies.
- C. Councilmembers with a particular interest in an item or topic should be given a courtesy call if that item is rescheduled by staff.
- D. All written informational material requested by individual Councilmembers shall be submitted by City staff to the City Manager who after his/her review, will submit it to all Councilmembers with a notation indicating which Councilmember requested the information.
- E. Councilmembers shall not attempt to influence City staff in the selection of personnel, the awarding of contracts, the selection of consultants, the processing of development applications or the granting of City licenses or permits.
- F. The Council shall not attempt to change or interfere with the operating rules and practices of any City department.

- G. To ensure timely response and any required administrative actions, mail addressed to the Mayor shall be copied and circulated by the City Clerk to all appropriate persons as soon as practicable after it arrives. Unless specifically requested, other Councilmembers' mail shall not be opened before distribution to those Councilmembers.
- H. No Councilmember shall direct the City Manager or staff to initiate any action or prepare any report that is a priority or requires significant resources, or initiate any project or study without the consent of a majority of the Council.
- I. Individual requests for information may be made directly to the Department Director unless otherwise determined by the City Manager. If the request would create a change in work assignments or City staffing levels, the request must be made through the City Manager.

SECTION 10. COUNCIL MEETING STAFFING

- 10.1 The City Manager shall attend all meetings of the Council unless excused. The City Manager may make recommendations to the Council and shall have the right to take part in the discussions of the Council but shall have no vote. When the City Manager has an excused absence, the designated Acting City Manager shall attend the meeting.
- 10.2 The City Attorney shall attend all meetings of the Council unless excused, and shall, upon request, give an opinion, either written or oral, on legal questions. The City Attorney shall act as the Council's parliamentarian.
- 10.3 The City Clerk, or designee, shall attend Regular, Special and Study Session meetings of the Council, keep the official journal (minutes), and perform such other duties as may be needed for the orderly conduct of the meeting.

SECTION 11. COUNCILMEMBER ATTENDANCE AT MEETINGS

- 11.1 Councilmembers will inform the Mayor, a Councilmember, the City Manager or City Clerk if they are unable to attend any Council meeting, or if they knowingly will be late to any meeting. The minutes will show the Councilmember as having an excused absence.
- 11.2 The Mayor will announce for the record a Councilmember's excused or unexcused absence at the Regular Meetings and Study Sessions after roll-call is taken.
- 11.3 Councilmembers who attend meetings of another jurisdiction, regional meetings, or "in-house" meetings should provide a report for the City Manager's Report.
- 11.4 Councilmembers will not attend special district meetings as liaison.

- 11.5 Councilmembers will let the Executive Assistant to the City Manager know what meetings they are attending so that these can be noted on the meetings calendar.

SECTION 12. PUBLIC HEARINGS

12.1 TYPES

There are two types of public hearings: legislative and quasi-judicial. The mayor will state the public hearing procedures before each public hearing. The public may comment on public hearing items. The Public wishing to comment will follow the same procedure as for "Public Comment" and may speak after being recognized by the Mayor. After all persons have spoken, the hearing is closed to public comment. The Council then proceeds with deliberation and decision making.

12.2 LEGISLATIVE PUBLIC HEARINGS

The purpose of a legislative public hearing is to obtain public input on legislative decisions on matters of policy, including without limitation, review by the City Council of its comprehensive land use plan or the biennial budget.

12.3 QUASI-JUDICIAL PUBLIC HEARINGS

The purpose of a quasi-judicial public hearing is to decide issues including the right of specific parties and include, without limitation, certain land use matters such as site specific rezones, preliminary plats, and variances. The City Council's decision on a quasi-judicial matter must be based upon and supported by the "record" in the matter. The "record" consists of all testimony or comment presented at the hearing and all documents and exhibits that have been submitted. In quasi-judicial hearings, Councilmembers shall comply with all applicable laws including without limitation the appearance of fairness doctrine per RCW42.36.

12.4 APPEARANCE OF FAIRNESS.

Councilmembers should recognize that the Appearance of Fairness Doctrine does not require establishment of a conflict of interest, but whether there is an appearance of conflict of interest to the average person. This may involve the Councilmember or a Councilmember's business associate, or immediate family. It could involve *ex parte* (outside the hearing) communications, ownership of property in the vicinity, business dealings with the proponents and/or opponents before or after the hearing, business dealings of the Councilmember's employer with the proponents and/or opponents, announced predispositions, and the like. Prior to any quasi-judicial hearing, each Councilmember should give consideration to whether a potential violation of the Appearance of Fairness Doctrine exists. If so, no matter how remote, the Councilmember should disclose

the facts to the City Manager who will seek the opinion of the City Attorney, which will be communicated to the Councilmember and the Mayor.

SECTION 13. MEDIA REPRESENTATION AT COUNCIL MEETINGS

- 13.1** All public meetings of the City Council and its advisory committees shall be open to the media, freely subject to recording by radio, television and photographic services at any time, provided that such arrangements do not interfere with the orderly conduct of the meeting. Seating space shall be provided for the media at each public meeting.

SECTION 14. COUNCIL REPRESENTATION

- 14.1** If a Councilmember appears on behalf of the City before another governmental agency, a community organization, or through the media, for the purpose of commenting on an issue, the Councilmember shall state the majority position of the Council, if known, on such issue. Personal opinions and comments, which differ from the Council majority, may be expressed if the Councilmember clearly states these statements do not represent the Council's position.
- 14.2** A Councilmember shall obtain the other Councilmember's concurrence before representing that Councilmember's view or position with the media, another governmental agency or community organization. If the subject is controversial, Councilmembers shall avoid speaking for each other.
- 14.3** Letters, written statements, newspaper guest opinions, and so on, which state a Council opinion or policy shall be submitted to the full Council for review, comment and final approval prior to their release. In some cases, it may be appropriate to provide for the signatures of the full Council.

As a matter of courtesy, letters to the editor, or other communication of a controversial nature, which do not express the majority opinion of the Council, should be presented to the full Council at the time of communication.

SECTION 15. CONFIDENTIALITY

- 15.1** Councilmembers shall keep confidential all written materials and verbal information provided to them during Executive Sessions to ensure that the City's position is not compromised. Confidentiality also includes information provided to Councilmembers outside of Executive Sessions, when the information is considered to be exempt from disclosure under exemptions set forth in the Revised Code of Washington (RCW 42.56 Public Records Act).
- 15.2** If the Council, in Executive Session, has given direction or consensus to City staff on proposed terms and conditions for any type of issue, all contact with the other party shall be done by the designated City staff representative handling the issue.

Prior to discussing the information with anyone other than fellow Councilmembers, the City Attorney, or City staff designated by the City Manager, Councilmembers should review such potential discussion with the City Manager. Any Councilmember having any such contact or discussion shall make full disclosure to the City Manager and/or the City Council in a timely manner.

SECTION 16. COUNCIL BUSINESS POLICIES

16.1 LITIGATION POLICIES AND REPORTING

Periodically, the City Attorney will provide a report to the City Council on new litigation and ongoing litigation in the Council Executive Session.

SECTION 17. PUBLIC RECORDS

- 17.1** Public records created or received by the Mayor or any Councilmember will be transferred to the City Clerk's office for retention by the City in accordance with the Public Records Law (RCW 42.56). Public records that are duplicates of those received by, or in the possession of the City, are not required to be retained per Washington State Archives Retention Schedule. Questions about whether or not a document is a public record or if it is required to be retained should be referred to the City Attorney.

SECTION 18. CITY MANAGER EVALUATION PROCESS

PROCESS FOR EVALUATING THE CITY MANAGER

- A. The Mayor, Councilmembers and City Manager will determine the evaluation criteria and format for the city manager evaluation process.
- B. City Manager sends Council Members blank evaluation forms with completed self evaluation. (by second Monday in November).
- C. Council Members complete individual evaluations then convey them by the first Monday in December to the Human Resources Manager for compilation.
- D. The HR manager will create a single evaluation then return it to all Council Members and City Manager no later than the second Monday in December. The document will consolidate all scores and verbatim comments, and identify them by author.
- E. Council and the City Manager will meet in executive session the third Monday in December to discuss the evaluation.

SECTION 19. MAYOR/DEPUTY MAYOR SELECTION PROCESS

- 19.1** The Mayor and Deputy Mayor shall be elected from the ranks of the Councilmembers according to the Council/Manager form of government.
- 19.2** The Mayor shall be elected to a two-year term according to RCW35A.13.030.
- 19.3** The Deputy Mayor shall be elected to a one-year term at the first Regular Council meeting in January.
- 19.4** The City Clerk or designee shall conduct the election for Mayor. The Mayor shall then conduct the election for Deputy Mayor.

SECTION 20. APPOINTMENTS TO COMMITTEES AND REGIONAL ORGANIZATIONS

Council may appoint Councilmember(s) to ad-hoc committees during a regular Council meeting. Appointments to regional bodies, ad-hoc community committees or other special committees outside the City auspices may be made in two ways: (1) the regional committee may request recommendations for ultimate appointment by the regional committee; or (2) the City Council may make direct appointment to a regional committee when asked to do so by that body.

- 20.1** Any Councilmember may express an interest in a particular subject and interest in serving on a particular regional body.
- 20.2** When a regional body requests membership recommendations where the regional body makes the final appointment, the Mayor shall ask Councilmembers to state their interest for appointment. All names of Councilmembers expressing an interest shall be submitted by the Mayor to the regional body, which will then make the appointment(s).
- 20.3** When the Council has the authority to make direct appointment to a regional committee, discussion shall take place with the full Council to determine interest. The Councilmember receiving a majority vote will represent the City on that regional body.
- 20.4** Changes in representation to regional committees where the Council has the authority to make a direct appointment shall also be determined through full Council discussion and majority vote of the Council.
- 20.5** Councilmembers who are appointed representatives to regional organizations shall provide a report to the Council either in written or oral form at the regular Council meeting in the City Manager's Report or under Reports on the Council agenda following a meeting of the regional organization.

SECTION 21. PROCEDURE FOR FILLING COUNCIL VACANCIES

- 21.1** If a Council vacancy occurs, the Council will follow the procedure outlined in RCW 35A.13.020 (1), which requires the remaining Council members to appoint a qualified person to fill the vacant position within ninety (90) days of the effective date of the vacancy.
- 21.2** The City Councilmember who is resigning from office will submit a letter of resignation to be accepted by the City Council at the next Council meeting.
- 21.3** The City Council shall review and make any revisions they wish to the Council Vacancy Application form (Exhibit B).
- 21.4** The legal announcement shall appear at least two times in the legal section of the City's official newspaper and in any other publication or on any internet site deemed appropriate by the City Council.
- 21.5** The City Clerk shall receive all applications for the specified period of time.
- 21.6** The City Council shall submit questions for an interview process to the City Clerk.
- 21.7** The City Clerk shall compile the applications for an interview process, set an interview date according to the Council's availability, and schedule interviews with the applicants. The City Clerk shall prepare the final list of interview questions as agreed upon by the Council.
- 21.8** The City Clerk shall prepare a notice of the meeting to interview candidates.
- 21.9** The Council in a Regular or Special Council meeting open to the public will interview all candidates who have submitted an application. Councilmembers will ask the same questions of all candidates. Each candidate will be allowed two minutes for closing comments. Since this is not a campaign, comments and responses about other applicants will not be allowed.
- 21.10** The Council may recess into Executive Session to discuss the qualifications of all candidates. Nominations, voting and selection of a person to fill the vacancy will be conducted during a public meeting.
- 21.11** The City Attorney will prepare the Oath of Office and swear in the newly appointed Councilmember at the same or next scheduled Council meeting.
- 21.12** Upon appointment, the City Clerk shall send a letter to the Department of Elections notifying it of the new appointment.
- 21.13** The vacancy that was filled by appointment must be filled by election to that position in the next regularly scheduled municipal election.

21.14 The Councilmember elected in the next regular municipal election to the office that had been vacated prior to the expiration of the term, will take office immediately following the certification of the election.

SECTION 22. MISCELLANEOUS

22.1 When Councilmembers register to attend an official conference requiring voting delegates, such as the annual National League of Cities or Association of Washington Cities, the Council shall designate the voting delegate(s) and alternate voting delegate(s) during a public meeting, by a majority vote. When possible, said selection of voting delegate(s) shall be done on a rotating basis for the purpose of allowing all Councilmembers the opportunity to be an official voting delegate.

22.2 Council attendance at conferences and/or trainings that require out-of-state or overnight travel will be brought before the Council for approval.

SECTION 23. SUSPENSION AND AMENDMENT OF GUIDELINES

23.1 Any provision of these guidelines not governed by state law or ordinance, may be temporarily suspended by a majority vote of the Council.

23.2 These guidelines may be amended or new rules adopted, by a majority vote of the Council.

Adopted by the Burien City Council
July 25, 1994
Revised February 13, 1995
Revised November 20, 1995 by Resolution 072
Revised December 18, 1995 by Resolution 071
Revised January 26, 1998 by Resolution 095, 097, & 100
Revised June 1, 1998 by Motion
Revised September 21, 1998 by Resolution No. 103
Revised April 27, 1999 by Ordinance No. 228 and Ordinance 229
Revised June 7, 1999 by Ordinance No. 258
Revised October 4, 1999 by Motion
Revised February 26, 2001 by Motion
Revised February 4, 2002 by Motion
Revised February 3, 2003 by Motion
Revised November 1, 2004 by Motion
Revised June 6, 2005 by Motion and Resolution No. 215
Revised May 6, 2013 by Motion

RCW 35A.13.010

City officers — Size of council.

The councilmembers shall be the only elective officers of a code city electing to adopt the council-manager plan of government authorized by this chapter, except where statutes provide for an elective municipal judge. The council shall appoint an officer whose title shall be "city manager" who shall be the chief executive officer and head of the administrative branch of the city government. The city manager shall be responsible to the council for the proper administration of all affairs of the code city. The council of a noncharter code city having less than twenty-five hundred inhabitants shall consist of five members; when there are twenty-five hundred or more inhabitants the council shall consist of seven members: PROVIDED, That if the population of a city after having become a code city decreases from twenty-five hundred or more to less than twenty-five hundred, it shall continue to have a seven-member council. If, after a city has become a council-manager code city its population increases to twenty-five hundred or more inhabitants, the number of council offices in such city may increase from five to seven members upon the affirmative vote of a majority of the existing council to increase the number of council offices in the city. When the population of a council-manager code city having five council offices increases to five thousand or more inhabitants, the number of council offices in the city shall increase from five to seven members. In the event of an increase in the number of council offices, the city council shall, by majority vote, pursuant to RCW 35A.13.020, appoint two persons to serve in these offices until the next municipal general election, at which election one person shall be elected for a two-year term and one person shall be elected for a four-year term. The number of inhabitants shall be determined by the most recent official state or federal census or determination by the state office of financial management. A charter adopted under the provisions of this title, incorporating the council-manager plan of government set forth in this chapter may provide for an uneven number of councilmembers not exceeding eleven.

A noncharter code city of less than five thousand inhabitants which has elected the council-manager plan of government and which has seven council offices may establish a five-member council in accordance with the following procedure. At least six months prior to a municipal general election, the city council shall adopt an ordinance providing for reduction in the number of council offices to five. The ordinance shall specify which two council offices, the terms of which expire at the next general election, are to be terminated. The ordinance shall provide for the renumbering of council positions and shall also provide for a two-year extension of the term of office of a retained council office, if necessary, in order to comply with RCW 35A.12.040.

However, a noncharter code city that has retained its old council-manager plan of government, as provided in RCW 35A.02.130, is subject to the laws applicable to that old plan of government.

For the purposes of determining population under this section, cities may include or exclude the population of any state correctional facility located within the city.

[2011 c 14 § 2; 2009 c 549 § 3016; 1994 c 223 § 35; 1994 c 81 § 72; 1987 c 3 § 16; 1985 c 106 § 2; 1983 c 128 § 2; 1979 ex.s. c 18 § 24; 1979 c 151 § 34; 1967 ex.s. c 119 § 35A.13.010.]

Notes:

Severability – 1987 c 3: See note following RCW 3.70.010.

Severability – 1979 ex.s. c 18: See note following RCW 35A.01.070.

Population determinations, office of financial management: Chapter 43.62 RCW.

RCW 35A.13.020

Election of councilmembers — Eligibility — Terms — Vacancies — Forfeiture of office — Council chair.

In council-manager code cities, eligibility for election to the council, the manner of electing councilmembers, the numbering of council positions, the terms of councilmembers, the occurrence and the filling of vacancies, the grounds for forfeiture of office, and appointment of a mayor pro tempore or deputy mayor or councilmember pro tempore shall be governed by the corresponding provisions of RCW 35A.12.030, 35A.12.040, 35A.12.050, 35A.12.060, and 35A.12.065 relating to the council of a code city organized under the mayor-council plan, except that in council-manager cities where all council positions are at-large positions, the city council may, pursuant to RCW 35A.13.033, provide that the person elected to council position one shall be the council chair and shall carry out the duties prescribed by RCW 35A.13.030.

[2009 c 549 § 3017; 1994 c 223 § 36; 1975 1st ex.s. c 155 § 1; 1967 ex.s. c 119 §35A.13.020 .]

RCW 35A.13.030

Mayor — Election — Chair to be mayor — Duties.

Biennially at the first meeting of the new council the members thereof shall choose a chair from among their number unless the chair is elected pursuant to RCW 35A.13.033. The chair of the council shall have the title of mayor and shall preside at meetings of the council. In addition to the powers conferred upon him or her as mayor, he or she shall continue to have all the rights, privileges, and immunities of a member of the council. The mayor shall be recognized as the head of the city for ceremonial purposes and by the governor for purposes of military law. He or she shall have no regular administrative duties, but in time of public danger or emergency, if so authorized by ordinance, shall take command of the police, maintain law, and enforce order.

[2009 c 549 § 3018; 1975 1st ex.s. c 155 § 2; 1967 ex.s. c 119 § 35A.13.030

RCW 35A.13.033

Election on proposition to designate person elected to position one as chair — Subsequent holders of position one to be chair.

The city council of a council-manager city may by resolution place before the voters of the city, a proposition to designate the person elected to council position one as the chair of the council with the powers and duties set forth in RCW 35A.13.030. If a majority of those voting on the proposition cast a positive vote, then at all subsequent general elections at which position one is on the ballot, the person who is elected to position one shall become the chair upon taking office.

[2009 c 549 § 3019; 1975 1st ex.s. c 155 § 3.]

RCW 35A.13.035

Mayor pro tempore or deputy mayor.

Biennially at the first meeting of a new council, or periodically, the members thereof, by majority vote, may designate one of their number as mayor pro tempore or deputy mayor for such period as the council may specify, to serve in the absence or temporary disability of the mayor; or, in lieu thereof, the council may, as the need may arise, appoint any qualified person to serve as mayor pro tempore in the absence or temporary disability of the mayor. In the event of the extended excused absence or disability of a councilmember, the remaining members by majority vote may appoint a councilmember pro tempore to serve during the absence or disability.

[2009 c 549 § 3020; 1969 ex.s. c 81 § 1.]

Notes:

Effective date -- 1969 ex.s. c 81: "This 1969 amendatory act shall take effect July 1, 1969." [1969 ex.s. c 81 § 7.]

RCW 35A.13.040

Compensation of councilmembers — Expenses.

The salaries of the councilmembers, including the mayor, shall be fixed by ordinance and may be revised from time to time by ordinance, but any increase or reduction in the compensation attaching to an office shall not become effective until the expiration of the term then being served by the incumbent: PROVIDED, That compensation of councilmembers may not be increased or diminished after their election nor may the compensation of the mayor be increased or diminished after the mayor has been chosen by the council.

Until councilmembers of a newly organized council-manager code city may lawfully be paid as provided by salary ordinance, such councilmembers shall be entitled to compensation in the same manner and in the same amount as councilmembers of such city prior to the adoption of this council-manager plan.

Until a salary ordinance can be passed and become effective as to elective officers of a newly incorporated code city, the first councilmembers shall be entitled to compensation

as follows: In cities having less than five thousand inhabitants -- twenty dollars per meeting for not more than two meetings per month; in cities having more than five thousand but less than fifteen thousand inhabitants -- a salary of one hundred and fifty dollars per calendar month; in cities having more than fifteen thousand inhabitants -- a salary of four hundred dollars per calendar month. A councilmember who is occupying the position of mayor, in addition to his or her salary as a councilmember, shall be entitled, while serving as mayor, to an additional amount per calendar month, or portion thereof, equal to twenty-five percent of the councilmember salary: PROVIDED, That such interim compensation shall remain in effect only until a salary ordinance is passed and becomes effective as to such officers, and the compensation provided herein shall not be construed as fixing the usual compensation of such officers. Councilmembers shall receive reimbursement for their actual and necessary expenses incurred in the performance of the duties of their office, or the council by ordinance may provide for a per diem allowance. Procedure for approval of claims for expenses shall be as provided by ordinance.

[2009 c 549 § 3021; 1979 ex.s. c 18 § 25; 1967 ex.s. c 119 § 35A.13.040.]

Notes:

Severability – 1979 ex.s. c 18: See note following RCW 35A.01.070.

RCW 35A.13.050

City manager — Qualifications.

The city manager need not be a resident at the time of his or her appointment, but shall reside in the code city after his or her appointment unless such residence is waived by the council. He or she shall be chosen by the council solely on the basis of his or her executive and administrative qualifications with special reference to his or her actual experience in, or his or her knowledge of, accepted practice in respect to the duties of his or her office. No person elected to membership on the council shall be eligible for appointment as city manager until one year has elapsed following the expiration of the term for which he or she was elected.

[2009 c 549 § 3022; 1967 ex.s. c 119 §35A.13.050 .]

RCW 35A.13.060

City manager may serve two or more cities.

Whether the city manager shall devote his or her full time to the affairs of one code city shall be determined by the council. A city manager may serve two or more cities in that capacity at the same time.

[2009 c 549 § 3023; 1967 ex.s. c 119 § 35A.13.060.]

RCW 35A.13.070

City manager — Bond and oath.

Before entering upon the duties of his or her office the city manager shall take an oath or affirmation for the faithful performance of his or her duties and shall execute and file with the clerk of the council a bond in favor of the code city in such sum as may be fixed by the council. The premium on such bond shall be paid by the city.

[2009 c 549 § 3024; 1967 ex.s. c 119 § 35A.13.070.]

RCW 35A.13.080

City manager — Powers and duties.

The powers and duties of the city manager shall be:

- (1) To have general supervision over the administrative affairs of the code city;
- (2) To appoint and remove at any time all department heads, officers, and employees of the code city, except members of the council, and subject to the provisions of any applicable law, rule, or regulation relating to civil service: PROVIDED, That the council may provide for the appointment by the mayor, subject to confirmation by the council, of a city planning commission, and other advisory citizens' committees, commissions, and boards advisory to the city council: PROVIDED FURTHER, That if the municipal judge of the code city is appointed, such appointment shall be made by the city manager subject to confirmation by the council, for a four year term. The council may cause an audit to be made of any department or office of the code city government and may select the persons to make it, without the advice or consent of the city manager;
- (3) To attend all meetings of the council at which his or her attendance may be required by that body;
- (4) To see that all laws and ordinances are faithfully executed, subject to the authority which the council may grant the mayor to maintain law and order in times of emergency;
- (5) To recommend for adoption by the council such measures as he or she may deem necessary or expedient;
- (6) To prepare and submit to the council such reports as may be required by that body or as he or she may deem it advisable to submit;
- (7) To keep the council fully advised of the financial condition of the code city and its future needs;
- (8) To prepare and submit to the council a proposed budget for the fiscal year, as required by chapter 35A.33 RCW, and to be responsible for its administration upon adoption;

(9) To perform such other duties as the council may determine by ordinance or resolution.

[2009 c 549 § 3025; 1987 c 3 § 17; 1967 ex.s. c 119 § 35A.13.080.]

Notes:

Severability -- 1987 c 3: See note following RCW 3.70.010.

RCW 35A.13.090

Creation of departments, offices, and employment — Compensation.

On recommendation of the city manager or upon its own action, the council may create such departments, offices, and employments as it may find necessary or advisable and may determine the powers and duties of each department or office. Compensation of appointive officers and employees may be fixed by ordinance after recommendations are made by the city manager. The appointive officers shall include a city clerk and a chief of police or other law enforcement officer. Pursuant to recommendation of the city manager, the council shall make provision for obtaining legal counsel for the city, either by appointment of a city attorney on a full time or part time basis, or by any reasonable contractual arrangement for such professional services.

[1967 ex.s. c 119 § 35A.13.090.]

RCW 35A.13.100

City manager — Department heads — Authority.

The city manager may authorize the head of a department or office responsible to him or her to appoint and remove subordinates in such department or office. Any officer or employee who may be appointed by the city manager, or by the head of a department or office, except one who holds his or her position subject to civil service, may be removed by the manager or other such appointing officer at any time subject to any applicable law, rule, or regulation relating to civil service. Subject to the provisions of RCW 35A.13.080 and any applicable civil service provisions, the decision of the manager or other appointing officer, shall be final and there shall be no appeal therefrom to any other office, body, or court whatsoever.

[2009 c 549 § 3026; 1967 ex.s. c 119 § 35A.13.100.]

RCW 35A.13.110

City manager — Appointment of subordinates — Qualifications — Terms.

Appointments made by or under the authority of the city manager shall be on the basis of ability and training or experience of the appointees in the duties which they are to perform, and shall be in compliance with provisions of any merit system applicable to

such city. Residence within the code city shall not be a requirement. All such appointments shall be without definite term.

[1967 ex.s. c 119 § 35A.13.110.]

RCW 35A.13.120

City manager — Interference by councilmembers.

Neither the council, nor any of its committees or members, shall direct the appointment of any person to, or his or her removal from, office by the city manager or any of his or her subordinates. Except for the purpose of inquiry, the council and its members shall deal with the administrative service solely through the manager and neither the council nor any committee or member thereof shall give orders to any subordinate of the city manager, either publicly or privately. The provisions of this section do not prohibit the council, while in open session, from fully and freely discussing with the city manager anything pertaining to appointments and removals of city officers and employees and city affairs.

[2009 c 549 § 3027; 1967 ex.s. c 119 § 35A.13.120.]

RCW 35A.13.130

City manager — Removal — Resolution and notice.

The city manager shall be appointed for an indefinite term and may be removed by a majority vote of the council. At least thirty days before the effective date of his or her removal, the city manager must be furnished with a formal statement in the form of a resolution passed by a majority vote of the city council stating the council's intention to remove him or her and the reasons therefor. Upon passage of the resolution stating the council's intention to remove the manager, the council by a similar vote may suspend him or her from duty, but his or her pay shall continue until his or her removal becomes effective.

[2009 c 549 § 3028; 1967 ex.s. c 119 § 35A.13.130.]

RCW 35A.13.140

City manager — Removal — Reply and hearing.

The city manager may, within thirty days from the date of service upon him or her of a copy thereof, reply in writing to the resolution stating the council's intention to remove him or her. In the event no reply is timely filed, the resolution shall upon the thirty-first day from the date of such service, constitute the final resolution removing the manager and his or her services shall terminate upon that day. If a reply shall be timely filed with the city clerk, the council shall fix a time for a public hearing upon the question of the manager's removal and a final resolution removing the manager shall not be adopted until

a public hearing has been had. The action of the council in removing the manager shall be final.

[2009 c 549 § 3029; 1967 ex.s. c 119 § 35A.13.140.]

RCW 35A.13.150

City manager — Substitute.

The council may designate a qualified administrative officer of the city or town to perform the duties of manager:

- (1) Upon the adoption of the council-manager plan, pending the selection and appointment of a manager; or
- (2) Upon the termination of the services of a manager, pending the selection and appointment of a new manager; or
- (3) During the absence, disability, or suspension of the manager.

[1967 ex.s. c 119 § 35A.13.150.]

RCW 35A.13.160

Oath and bond of officers.

All provisions of RCW 35A.12.080 relating to oaths and bonds of officers, shall be applicable to code cities organized under this council-manager plan.

[1967 ex.s. c 119 § 35A.13.160.]

RCW 35A.13.170

Council meetings — Quorum — Rules — Voting.

All provisions of RCW 35A.12.110, as now or hereafter amended, and 35A.12.120, relating to council meetings, a quorum for transaction of business, rules and voting at council meetings, shall be applicable to code cities organized under this council-manager plan.

[1979 ex.s. c 18 § 26; 1967 ex.s. c 119 § 35A.13.170.]

Notes:

Severability -- 1979 ex.s. c 18: See note following RCW 35A.01.070.

RCW 35A.13.180

Adoption of codes by reference.

Ordinances of cities organized under this chapter may adopt codes by reference as provided in RCW 35A.12.140.

[1967 ex.s. c 119 § 35A.13.180.]

RCW 35A.13.190

Ordinances — Style — Requisites — Veto.

The enacting clause of all ordinances shall be as follows: "The city council of the city of do ordain as follows:" No ordinance shall contain more than one subject and that must be clearly expressed in its title.

No ordinance or any section or subsection thereof shall be revised or amended unless the new ordinance sets forth the revised ordinance or the amended section or subsection at full length.

No ordinance shall take effect until five days after the date of its publication unless otherwise provided by statute or charter, except that an ordinance passed by a majority plus one of the whole membership of the council, designated therein as a public emergency ordinance necessary for the protection of public health, public safety, public property or the public peace, may be made effective upon adoption, but such ordinance may not levy taxes, grant, renew, or extend a franchise, or authorize the borrowing of money.

[1967 ex.s. c 119 § 35A.13.190.]

RCW 35A.13.200

Authentication, recording and publication of ordinances.

Ordinances of code cities organized under this chapter shall be authenticated, recorded and published as provided in RCW 35A.12.150 and 35A.12.160.

[1967 ex.s. c 119 § 35A.13.200.]

RCW 35A.13.210

Audit and allowance of demands against city.

RCW 35A.12.170 shall apply to the audit and allowance of demands against the city.

[1967 ex.s. c 119 § 35A.13.210

RCW 35A.13.220

Optional division of city into wards.

A code city organized under this chapter may be divided into wards as provided in RCW 35A.12.180.

[1967 ex.s. c 119 § 35A.13.220.]

RCW 35A.13.230
Powers of council.

The council of any code city organized under the council-manager plan provided in this chapter shall have the powers and authority granted to legislative bodies of cities governed by this title as more particularly described in chapter 35A.11 RCW, except insofar as such power and authority is vested in the city manager.

[1967 ex.s. c 119 § 35A.13.230.]



APPLICATION FOR APPOINTMENT TO BURIEN CITY COUNCIL

Thank you for your interest in serving on the Burien City Council. Please fill out this form and attach a cover letter and resume if you wish. Submit the form to the City Clerk's Office, 400 SW 152nd Street, Suite 300, Burien Washington 98166, by 5 p.m. Should you have any questions, feel free to contact Monica Lusk, City Clerk, at (206) 248-5517.

The vacancy is for Council Position No. ____, which is an At Large position representing all Burien residents. The term for this position expires December 31 ____. Applicants must have lived in the city of Burien for 12 consecutive months prior to being appointed to office and be a registered voter to qualify for a position on the Burien City Council.

PLEASE PRINT:

NAME: _____

HOME ADDRESS: _____

PHONE NUMBER - HOME: _____ WORK _____

EMAIL: _____

YEARS OF RESIDENCE IN BURIEN: _____

(Note: Residents living in the area annexed to Burien in April 2010 are eligible to apply)

CURRENT OCCUPATION: _____

PRIOR WORK EXPERIENCE: _____

COMMUNITY INVOLVEMENT (Past and present) _____

AVAILABILITY FOR LATE AFTERNOON AND EVENING MEETINGS

**CITY COUNCIL POLICIES AND PROCEDURES
WORKING DRAFT 6/6/14**

COUNCILMEMBER	#	REFERENCE Section	CURRENT	REQUESTS	COUNCIL CONSENT (Y/N)
Council	1	Section 2.6 Order of Regular Council Meeting Agenda	Public Comments Members of the audience may comment in writing or verbally on items relating to any matter. Verbal comments are limited to three (3) minutes per person and five (5) minutes for groups. Attendees who are unable to do so by themselves may ask City Clerk for assistance to read their comments.	Revise to read "Members of the audience may comment in writing or verbally on items relating to any matter. Verbal comments on general issues not on the agenda are limited to two (2) minutes. Concerns will be referred to staff for a response as appropriate. The Council will take comments for a maximum of 20 minutes. Public Comment will be allowed at the beginning of each agenda item. Individuals will please limit their comments to three (3) minutes. Attendees who are unable to do so by themselves may ask City Clerk for assistance to read their comments. Staff responses to Correspondence for the Record and the public's questions or concerns received under Public Comment will be placed in a future City Manager's Report."	
Council	1a.	Section 5.1 Comments, Concerns & Testimony to Council	Persons addressing the Council, who are not specifically scheduled on the agenda, shall be requested to step up to the podium, give their name and address for the record, and limit their remarks to three (3) minutes. Groups shall limit their remarks to five (5) minutes.	Revise to read "Persons addressing the Council, who are not specifically scheduled on the agenda, shall be requested to step up to the podium, give their name and address for the record, and limit their remarks to two (2) minutes. Concerns will be referred to staff for a response as appropriate. The Council will take comments for a maximum of 20 minutes. Public Comment will be allowed at the beginning of each agenda item. Individuals will please limit their comments to three (3) minutes." Attendees who are unable to do so by themselves may ask City Clerk for assistance to read their comments. Staff responses to Correspondence for the Record and the public's questions or concerns received under Public Comment will be placed in a future City Manager's Report.	
Council	3	Section 2.6 Order of Regular Council Meeting Agenda	Proclamations and Presentations Presentations are also scheduled at this time.	Revise to read "Presentations are scheduled as the first item under the Business Agenda and are limited to two (2) per meeting."	

COUNCILMEMBER	#	REFERENCE Section	CURRENT	REQUESTS	COUNCIL CONSENT (Y/N)
Council	4	Section 2.7 Order of Study Session Agenda	Call to Order Pledge of Allegiance Roll Call Correspondence for the Record Discussion Items	Revise to add “ Council Business ” after “Discussion Items.”	
Council	5	Section 2.7 Order of Study Session Agenda Section 3.3 Agenda Preparation	Requests for new agenda items should be brought to the 4 th Monday Study Session for scheduling at a future Council meeting. The Mayor and/or City Manager may place items on a Council meeting agenda, according to the Proposed Council Agenda Schedule and requests of Councilmembers.	Staff suggests deleting wording from Section 2.7 and adding wording to Section 3.3. Revise to read “The Mayor and/or City Manager may place items on a Council meeting agenda, according to the Proposed Council Agenda Schedule and requests supported by a minimum of three Councilmembers. ”	
Council	6	Section 3.2 Agenda Preparation	The proposed agenda schedule will be reviewed during the last regular Council meeting of each month . The City Manager and City Clerk will maintain a list of all known or requested items for future Council agendas. Changes in the proposed schedule from the previous week will be highlighted in bold with the reason for the change noted in italics below the item. This will be provided with each agenda and be the basis of the Council’s monthly review discussion.	Revise to read “The proposed agenda schedule will be reviewed during the last regular each Council meeting of each month . The City Manager and City Clerk will maintain a list entitled “Future Agenda Items” of all known or requested items for future Council agendas at the end of the schedule . Changes in the proposed schedule from the previous week meeting will be highlighted in bold with the reason for the change noted in italics below the item. This will be provided with each agenda and be the basis of the Council’s monthly review discussion.	
Seated Councilmembers: Lucy, Bob, Jerry Former Councilmembers: Brian, Rose, Jack, Joan	7	Section 22. Miscellaneous	N/A	While discussing the Financial Policies at the October 22, 2012 meeting, the Council reached consensus to approve a process for out-of-state and overnight travel by Councilmembers. Rather than placing this process in the Financial Policies, Staff suggests placing it in the Council Meeting Guidelines as Section 22.2: Council attendance at conferences/trainings that require out-of-state or overnight travel will be brought before the Council for approval.	

CITY OF BURIEN, WASHINGTON

RESOLUTION NO. 329

A RESOLUTION OF THE CITY OF BURIEN, WASHINGTON, ESTABLISHING THE DATES, TIME AND PLACE OF CITY COUNCIL MEETINGS AND REPEALING RESOLUTION NOS. 071, 097, 101 AND 290.

THE CITY COUNCIL OF THE CITY OF BURIEN, WASHINGTON HEREBY RESOLVES AS FOLLOWS:

Section 1. Regular Meetings and Study Sessions.

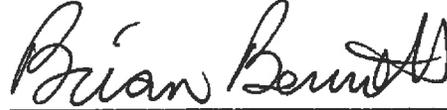
- A. Regular Meetings of the City Council of the City of Burien shall be held at 7:00 p.m. on the first and third Monday of each month at the building designated as Burien City Hall, currently located at 400 SW 152nd Street, Burien, Washington, or at another location the City Council may deem appropriate.
- B. Regular Meeting is defined as a meeting used to conduct all ordinary and routine business of the city.
- C. Study Sessions of the City Council of the City of Burien shall be held at 7:00 p.m. on the fourth Monday of each month.
- D. Study Session is defined as a meeting used to review and discuss pertinent business of the city and to prepare matters for action at a Regular Meeting. Business items requiring action that are time sensitive shall be scheduled at a Study Session.
- E. During the months of June, July, and August, Council meetings shall be held only on the first and third Mondays of the month. These meetings will be designated as Regular Meetings and may include action and/or study items.
- G. Should any Council meeting fall upon a date designated as a legal holiday, then that meeting shall be canceled.

Section 2. Repealer. Resolution Nos. 071, 097, 101 and 290 are hereby repealed.

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

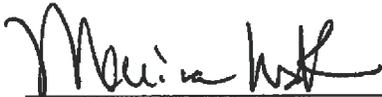
ADOPTED BY THE CITY COUNCIL OF THE CITY OF BURIEN, WASHINGTON, AT
A REGULAR MEETING THEREOF THIS 19TH DAY OF MARCH, 2012.

CITY OF BURIEN



Brian Bennett, Mayor

ATTEST/AUTHENTICATED:



Monica Lusk, City Clerk

Approved as to form:



Craig D. Knutson, City Attorney

Filed with the City Clerk: March 19, 2012
Passed by the City Council: March 19, 2012
Resolution No. 329

Port Angeles, Washington, Code of Ordinances >> Title 2 - ADMINISTRATION AND PERSONNEL >> CHAPTER 2.02 CITY COUNCIL >>

CHAPTER 2.02 CITY COUNCIL

2.02.010 Term limits.

2.02.020 Compensation.

2.02.030 Benefits.

2.02.010 Term limits.

No person shall be allowed to serve on the City Council for more than three consecutive four-year terms.
(Ord. 3060, 9/15/2000; Ord. 2368 1/3/1986)

2.02.020 Compensation.

- A. The salary for any person elected to office in the City of Port Angeles, the term of which office began prior to, or begins on or subsequent to, January 1, 2004, shall be as follows:
 - 1. The Mayor shall receive \$500.00 per month;
 - 2. The Deputy Mayor shall receive \$450.00 per month;
 - 3. Each City Council person shall receive \$400.00 per month.
- B. Effective January 1, 2006, the salary for any person elected to office within the City of Port Angeles, the term of which office began on or subsequent to January 1, 2004, shall be as follows:
 - 1. The Mayor shall receive \$600.00 per month;
 - 2. The Deputy Mayor shall receive \$550.00 per month;
 - 3. Each City Council person shall receive \$500.00 per month.
- C. Effective January 1, 2008, the salary for any person elected to office within the City of Port Angeles shall be as follows:
 - 1. The Mayor shall receive \$650.00 per month;
 - 2. The Deputy Mayor shall receive \$600.00 per month;
 - 3. Each City Council person shall receive \$550.00 per month.

(Ord. 3153 § 1—3, 12/26/2003)

2.02.030 Benefits.

Effective January 1, 2004, members of the City Council of the City of Port Angeles, whose terms begin on or subsequent to January 1, 2004, shall become eligible to participate in the City's authorized medical and dental insurance plans; provided that said participation meets all policy and eligibility criteria governing such plans and the Council Member pays 100 percent of the premium.

(Ord. 3153 § 4, 12/26/2003)

FOOTNOTE(S):

— (1) —

Editor's note—New chapter. 2.02 - City Council, added 6/15/09 at direction of City Attorney to incorporate previously un-codified ordinances. Section numbering within chapter determined by Code Reviser. (Back)

ORDINANCE NO. 3060

AN ORDINANCE of the City Council of the City of Port Angeles, Washington, revising the limitation on the number of consecutive terms that Council members may serve from two to three and amending Ordinance 2368.

THE CITY COUNCIL OF THE CITY OF PORT ANGELES DOES HEREBY
ORDAIN as follows:

Section 1. Section 1 of Ordinance number 2368 is hereby amended to read as follows:

Section 1. No person shall be allowed to serve on the City Council for more than two three (~~2~~ 3) consecutive four-year terms; ~~provided that this prohibition shall not disqualify any person now serving on the city council from completing the term of office that he or she has been elected to serve as of the effective date of this ordinance.~~

Section 2 - Effective Date. This Ordinance shall take effect five days after the date of publication.

PASSED by the City Council of the City of Port Angeles at a regular meeting of said Council held on the 5th day of September, 2000.


MAYOR

ATTEST:

Becky J. Upton, City Clerk

APPROVED AS TO FORM:

Craig D. Knutson, City Attorney

PUBLISHED: September 10, 2000
By Summary

**CITY OF BURIEN
AGENDA BILL**

Agenda Subject: Review of Council Proposed Agenda Schedule		Meeting Date: June 2, 2014
Department: City Manager	Attachments: <u>Proposed Meeting Schedule</u>	Fund Source: N/A Activity Cost: N/A Amount Budgeted: N/A Unencumbered Budget Authority: N/A
Contact: Monica Lusk, City Clerk		
Telephone: (206) 248-5517		
Adopted Initiative: Yes No <input checked="" type="checkbox"/>	Initiative Description: N/A	
PURPOSE/REQUIRED ACTION:		
<p>The purpose of this agenda item is for Council to review the proposed City Council meeting schedule. New items or items that have been rescheduled are in bold.</p>		
BACKGROUND (Include prior Council action & discussion):		
<p>At its January 11 Council Retreat, Councilmembers agreed to review the proposed meeting schedule at each meeting.</p>		
OPTIONS (Including fiscal impacts):		
<ol style="list-style-type: none"> 1. Review the schedule and add, delete, or move items. 2. Review the schedule and make no modifications. 		
Administrative Recommendation: Review the schedule and provide direction to staff.		
Advisory Board Recommendation: N/A		
Suggested Motion: None required.		
Submitted by: Administration 	City Manager 	
Today's Date: May 27, 2014	File Code: R:/CC/Agenda Bills 2014/060214cm-2 Rev <u>Agenda Schedule</u>	

**CITY OF BURIEEN
COUNCIL PROPOSED AGENDA SCHEDULE
2014**

June 9, 7 pm Special Council Meeting

Discussion and Potential Action on the Economic Development Strategic Plan.

(City Manager – Council direction on 5/5)

Discussion on the Evaluation Criteria for the City Manager.

(City Manager – Council direction on 5/5)

June 16, 7 pm Regular Council Meeting

Proclamation Recognizing Flight Pattern Kids and Declaring June 16 as Toxics Awareness Week.

(City Manager – Rescheduled from 6/2)

Proponents for (DRAFT BALLOT LANGUAGE) Proposition 1 Highline School District No. 401 (Highline Public Schools) Bonds To Construct New Schools And Replace And Renovate Deteriorating Schools.

(City Manager)

Opponents for (DRAFT BALLOT LANGUAGE) Proposition 1 Highline School District No. 401 (Highline Public Schools) Bonds To Construct New Schools And Replace And Renovate Deteriorating Schools.

(City Manager)

Motion to Approve Resolution No. 357, Adopting the 2015 through 2020 Six-Year Transportation Improvement Program.

(Public Works - WA State deadline is 6/30)

Discussion on Approval of the 2015-2017 Interlocal Cooperation Agreement Regarding the Community Development Block Grant (CDBG) Program.

(Finance – Rescheduled from 6/2)

Discussion on Tree Ordinance and the Preservation of Trees.

(Community Development – Council direction on 4/28)

Discussion on Proposed Resolution No. xxx, Considering (DRAFT BALLOT LANGUAGE) Proposition 1 Highline School District No. 401 (Highline Public Schools) Bonds To Construct New Schools And Replace And Renovate Deteriorating Schools.

(City Manager)

Presentation and Discussion on the Lake to Sound Trail Interlocal Agreement with King County and Schedule 74 Undergrounding Agreement with Puget Sound Energy.

(Public Works)

Review of Council Proposed Agenda Schedule.

(City Manager)

City Manager's Report.

(City Manager)

June 23, 7 pm Special Meeting – Presentation of the 6 Year Financial Forecast

July 7, 7 pm Regular Council Meeting

Proclamation Recognizing the White Center Jubilee Days Event.

(City Manager)

Motion to Approve the 2015-2017 Interlocal Cooperation Agreement Regarding the Community Development Block Grant (CDBG) Program.

(Finance – Rescheduled from 6/16)

Motion to Authorize the City Manager to Execute the Interlocal Agreement with King County and Schedule 74 Undergrounding Agreement with Puget Sound Energy for the Lake to Sound Trail.

(Public Works)

Motion to Adopt Resolution No. xxx, Considering (DRAFT BALLOT LANGUAGE) Proposition 1 Highline School District No. 401 (Highline Public Schools) Bonds To Construct New Schools And Replace And Renovate Deteriorating Schools.

(City Manager)

Review of CARES Contract.

(City Manager – Rescheduled from 6/16)

Discussion on Traffic Calming.

(Public Works – Council direction on 3/3)

Discussion Concerning Landslide and Slope Stabilization on Seahurst Road.

(Parks – Rescheduled from 6/2)

July 7 cont'd.

Discussion on Seattle City Light Franchise Agreement.

(Legal)

Review of Council Proposed Agenda Schedule.

(City Manager)

City Manager's Report.

(City Manager)

July 21, 7 pm Regular Council Meeting

Presentation of the 2013 Annual Report by the Small Business Development Center (SBDC).

(City Manager – Rescheduled from 5/19)

Motion to Adopt Ordinance No. 606, Granting Seattle City Light a Non-Exclusive Franchise.

(Legal)

Discussion on Mandatory Garbage Service for Businesses.

(Public Works – Council direction on 4/28)

Discussion on the Criteria for Naming Annual Citizen(s) of the Year Award Recipients.

(City Manager – Council direction on 5/19)

Review of Council Proposed Agenda Schedule.

(City Manager)

City Manager's Report.

(City Manager)

August 4, 7 pm Regular Council Meeting

Discussion on Homelessness in the City.

(City Manager – Council direction on 5/19)

Review of Council Proposed Agenda Schedule.

(City Manager)

City Manager's Report.

(City Manager)

August 18, 7 pm Regular Council Meeting

First Public Hearing on the 2015-2016 Preliminary Budget.

(Finance)

Presentation on the Financial Policies and General Budget Discussion.

(Finance)

Update on Public Works Facility to Include Possible Local Partnerships and Funding Mechanisms to Evaluate Budget Priority.

(Public Works – Council direction on 5/19/14)

Review of Council Proposed Agenda Schedule.

(City Manager)

City Manager's Report.

(City Manager)

September 1, 7 pm Regular Council Meeting CANCELED (Labor Day Holiday)

September 15, 7 pm Regular Council Meeting

Presentation on the Preliminary Operating Budget.

(Finance)

Discussion on the Property Tax Levy.

(Finance)

Discussion on Proposed Surface Water Management (SWM) Rates.

(Finance)

Review of Council Proposed Agenda Schedule.

(City Manager)

City Manager's Report.

(City Manager)

September 22, 7 pm Council Study Session

Review of Council Proposed Agenda Schedule.

(City Manager)

October 6, 7 pm Regular Council Meeting

Presentation on Human Services Funding.

(Finance)

Presentation on the Preliminary Capital Improvement Program (CIP) Budget.

(Finance)

Review of Council Proposed Agenda Schedule.

(City Manager)

City Manager's Report.

(City Manager)

October 20, 7 pm Regular Council Meeting

Second Public Hearing on Revenue Sources/Expenditures.

(Finance)

Discussion on the Preliminary Operating and Capital Improvement Program (CIP) Budget Follow-Up.

(Finance)

Discussion on the Financial Policies.

(Finance)

Review of Council Proposed Agenda Schedule.

(City Manager)

City Manager's Report.

(City Manager)

October 27, 7 pm Council Study Session

Discussion on the Preliminary Operating and Capital Improvement Program (CIP) Budget Follow-Up.

(Finance)

Review of Council Proposed Agenda Schedule.

(City Manager)

November 3, 7 pm Regular Council Meeting

Discussion on the 2015-2016 Budget Ordinance.

(Finance)

Discussion on the Property Tax Levy.

(Finance)

Discussion on the Proposed Surface Water Management (SWM) Rates.

(Finance)

Review of Council Proposed Agenda Schedule.

(City Manager)

City Manager's Report.

(City Manager)

November 17, 7 pm Regular Council Meeting

Motion to Adopt Ordinance No. xxx, Setting the 2015 Property Tax Levy.

(Finance)

Motion to Adopt the Financial Policies.

(Finance)

Motion to Approve Ordinance No. xxx, Adopting the 2015-2016 Biennial Budget.

(Finance)

Motion to Approve Ordinance No. xxx, Adopting the Surface Water Management (SWM) Rates.

(Finance)

Review of Council Proposed Agenda Schedule.

(City Manager)

City Manager's Report.

(City Manager)

November 24, 7 pm Council Study Session

Review of Council Proposed Agenda Schedule.

(City Manager)

December 1, 7 pm Regular Council Meeting

Review of Council Proposed Agenda Schedule.

(City Manager)

City Manager's Report.

(City Manager)

December 15, 7 pm Regular Council Meeting

Review of Council Proposed Agenda Schedule.

(City Manager)

City Manager's Report.

(City Manager)

December 22, 7 pm Council Study Session

Review of Council Proposed Agenda Schedule.

(City Manager)

FUTURE AGENDA ITEMS

1. Proclamation recognizing the local VFW's Home Town Hero Award Program (5/19/14)



Burien

Washington, USA

400 SW 152nd St., Suite 300, Burien, WA 98166

Phone: (206) 241-4647 • FAX (206) 248-5539

www.burienwa.gov

MEMORANDUM

TO: Honorable Mayor and Members of the City Council
FROM: Kamuron Gurol, City Manager
DATE: June 2, 2014
SUBJECT: City Manager's Report

I. INTERNAL CITY INFORMATION

A. Burien PaRCS to Share Grant with Other City Parks Departments

The City of Burien's Parks, Recreation & Cultural Services (PaRCS) Dept will be sharing a \$100,000 King County Youth Sports Facilities Grant with eight other South King County cities for the installation of outdoor exercise equipment in select parks that are popular with children. This unanticipated grant was awarded by King County in support of the ongoing South King County multi-city collaborative project (known as "I" CANN) aimed at reducing the prevalence of obesity in kids and families. In Burien the equipment will be installed adjacent to the tennis courts in Lake Burien School Memorial Park; site selection was based on input from youth and parents involved in the PaRCS Department's indoor playground program. To take advantage of the funding opportunity and meet the grant's requirements for matching funds, the Department will use Capital Improvement Program (CIP) funds already approved for park facility improvements. For more about the "I" CANN project, visit www.valleymed.org/icann/.

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While construction of storm drainage facilities continues in the upland areas of the park and along the main trail, work activity is shifting to the southern end of the site with grading and concrete work occurring at the new picnic area, playground and beach access stairways. Over the next few weeks, the new picnic area will be constructed and the new playground components will be installed. Irrigation improvements will also be made along the entire length of the project. Construction of the fish ladder at the Marine Technology Lab has been completed and additional woody debris has been placed along the length of the beach and around the new creek outfalls. The project has encountered some grading and drainage concerns along the main park trail that are requiring additional storm drain facilities due to hillside seepage previously covered by a large section of concrete at mid-trail. PaRCS is also making minor modifications to planting material selections due to seasonal availability. Project completion has been impacted by a few weeks and is currently

expected to be at the end of July, possibly early August. For recent photos from the project, visit the project photo page on Flickr at <https://flic.kr/s/aHsjMr1brA>.

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D. Busy Day at Normandy Park/Burien Spring Recycling Collection Event

Four hundred and eighty-six (486) carloads of recyclable material arrived. The total amount of material collected was 66,523 pounds, or 33.26 tons. The total averages out to 137 pounds of material per vehicle. The event also included a compost bin, worm bin, and rain barrel sale for distribution of these items to Normandy Park and Burien residents.

Recycled items included 19,240 pounds of electronics; 11,400 pounds of shredded paper that were shredded on-site by Confidential Data Disposal; 14 cubic yards of Styrofoam; 8 used refrigerators and freezers; 5,000 pounds of bulky and scrap wood; 16 mattresses and futons which will be recycled through the Washington State Department of Corrections; 27 propane tanks; 7,180 pounds of reusable household goods collected by Northwest Center for resale through their retail outlets with the proceeds going to charity programs; 275 gallons of used motor oil and petroleum based products; 55 gallons of used antifreeze; 100 used oil filters; 186 used tires that will be re-used if in good condition and, if not, chipped and made into such products as garden hoses, playground mats, road bedding, and burned as fuel; 13 lead acid batteries; 7,950 alkaline batteries; 21 toilets and sinks; and 8,560 pounds of cardboard.

All items collected will be responsibly recycled, thus keeping them out of our landfills.

E. Road Closure for the NERA Drainage Construction

The City's contractor is planning a full road closure for drainage work in the Right of Way along S 146th St and S 144th Way, between 8th Ave S and S 144th St. This closure is scheduled to occur beginning mid-June, and lasting approximately three weeks. The finalized closure dates will be posted on the City of Burien website prior to any work activity. All utilities, including Police, Fire, Metro Transit, and Highline School District will be notified of the closure and detour route with the required advanced notice. Street signage and detour routes will be placed around the closure site prior to the road being closed.

F. Metro Rapid Transit Service to Begin in June

Metro's new bus rapid transit service will begin operating between Burien, SeaTac, Tukwila, and Renton on June 7, when the RapidRide F Line replaces Route 140, with service every 10 minutes during peak commute hours. The launch event will occur Friday June 6th at 11:30 am at The Landing on N 10th St in Renton. For additional information, see <http://metro.kingcounty.gov/travel-options/bus/rapidride/f-line/>.

II. COUNCIL UPDATES/REPORTS

A. Councilmember Tosta to Attend Association of Washington Cities (AWC) Annual Conference

Councilmember Tosta will attend the AWC Annual Conference June 17-20 at the Spokane Convention Center in Spokane, Washington.

B. Request for Proclamation for Extra Mile Day (Page 183)

Attached is a request from Extra Mile America Foundation inviting the City of Burien to declare November 1, 2014, Extra Mile Day. A sample proclamation was provided and is attached.

III. Notices: (Page 185)

The following (attached) Notices were published:

- Business and Economic Development Partnership (BEDP) Meeting Cancellation Notice: The BEDP meeting scheduled for Friday, May 23, 2014, was canceled. The next regularly scheduled meeting of the BEDP is Friday, June 13, 2014, at 7:30 am at Burien City Hall, Miller Creek Conference Room, 3rd Floor.
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- Notice of Decision: Harold Duncanson, Duncanson Company, Inc. for Javier Morales, Gem & Morales, LLC; Preliminary approval with conditions for short plat two existing residential lots into three residential lots. The deadline for filing a written Notice of Appeal with the City Clerk is prior to 5:00 pm on June 1, 2014.

Carol Allread

From: Monica Lusk
Sent: Monday, May 19, 2014 12:32 PM
To: 'Extra Mile America'
Cc: Carol Allread; Monica Lusk
Subject: RE: Extra Mile Day

Ms. Ott,

Thank you for your request for a proclamation declaring November 1, 2014, as Extra Mile Day.

Per the Burien City Council Meeting Guidelines, this proclamation will be placed in an upcoming City Manager's Report for the Council's consideration.

Feel free to contact me should you have any questions or concerns.

Best regards,

Monica Lusk
City Clerk
City of Burien
(206) 248-5517
monical@burienwa.gov
www.burienwa.gov

~~~~~  
***PUBLIC RECORDS DISCLOSURE:** This e-mail is  
a public record of the City of Burien and is subject  
to public disclosure, unless lawfully exempt*

---

**From:** Extra Mile America [<mailto:extramileamerica.foundation@yahoo.com>]  
**Sent:** Friday, May 16, 2014 7:36 AM  
**To:** Monica Lusk  
**Subject:** Extra Mile Day

Dear Monica,

On November 1, 2013, 444 cities declared **Extra Mile Day** and recognized the individuals and organizations in their local community who were creating positive change by "going the extra mile" and making a difference.

We wish Burien had been counted as one of those cities, but we have our hopes high that in 2014 you will be.

**I am writing to request a proclamation to declare November 1, 2014, Extra Mile Day.** (Sample proclamation language is included at the end of this email.)

Extra Mile America ([www.ExtraMileAmerica.org](http://www.ExtraMileAmerica.org)) is unwavering in its commitment to remind individuals and organizations that creating positive change is not just a water cooler topic, but it is unselfishly tied to go-the-extra-mile action. We continue to be an organization that casts a bright light on the cities and

the "Extra Mile Heroes" and change-makers in those cities whose contribution and service make the world a better place.

**We would be elated if you would join us on Extra Mile Day 2014.**

Finally, Extra Mile America was founded by a single individual, Shawn Anderson, who believes that one person...one organization...one community...has the power to positively change the world. Having grown from 23 participating cities in its 2009 inaugural year, it is projected that **500** cities will participate this year. One does make a difference...and so does YOUR involvement.

We greatly hope that you will join us this year. If there is anything we can do to help you get onboard, we are happy to do whatever we can to make it happen.

We look forward to "going the extra mile" with you!

With gratitude,

Christine Ott  
[Christine@ExtraMileAmerica.org](mailto:Christine@ExtraMileAmerica.org)  
310-619-3205

**\* Here is sample 2014 "Extra Mile Day" proclamation wording:**

*WHEREAS, (city, state) is a community which acknowledges that **a special vibrancy exists within the entire community** when its individual citizens collectively **"go the extra mile" in personal effort, volunteerism, and service;** and*

*WHEREAS, (city, state) is a community which encourages its citizens to **maximize their personal contribution to the community by giving of themselves wholeheartedly and with total effort, commitment, and conviction** to their individual ambitions, family, friends, and community; and*

*WHEREAS, (city, state) is a community which chooses to shine a light on and celebrate individuals and organizations within its community who **"go the extra mile" in order to make a difference and lift up fellow members of their community;** and*

*WHEREAS, (city, state) acknowledges the **mission of Extra Mile America to create 500 Extra Mile cities in America** and is proud to support **"Extra Mile Day" on November 1, 2014.***

*NOW THEREFORE, I, Mayor of (city, state) do hereby proclaim **November 1, 2014, to be Extra Mile Day.** I urge each individual in the community to take time on this day to not only "go the extra mile" in his or her own life, but to also **acknowledge all those who are inspirational in their efforts and commitment to make their organizations, families, community, country, or world a better place.***



# 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: May 20, 2014  
FOR RELEASE: Immediately  
CONTACT: Office of Economic Development (206) 248-5508

## CANCELLATION

**CITY OF BURIEN  
BURIEN BUSINESS AND ECONOMIC DEVELOPMENT PARTNERSHIP  
MEETING NOTICE**

The City of Burien Business and Economic Development Partnership meeting scheduled for Friday, May 23, 2014, has been canceled.

The next regularly scheduled meeting of the Partnership is on Friday, June 13, at 7:30 a.m.. at Burien City Hall, 400 SW 152<sup>nd</sup> Street, Miller Creek Conference Room, 3<sup>rd</sup> Floor.

###

*The City of Burien strives to provide alternate communication opportunities. Please contact the City Clerk's office, 206/248-5517, twenty-four hours prior to the meeting, for assistance.*

cc: Burien City Council  
Burien Staff  
Burien Library  
Discover Burien  
Highline Times  
Seahurst Post Office  
White Center Now  
B-Town Blog  
Web site: [www.burienwa.gov](http://www.burienwa.gov)  
Burien Daily

**\* PLEASE PUT ON COMMUNITY CALENDAR BULLETIN BOARD**



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**DATE:** May 19, 2014  
**FOR RELEASE:** May 21, 2014  
**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, June 2, 2014, for the purpose of:

**Receiving public comments on the 2015 through 2020 Six-Year Transportation Improvement Program (TIP).**

The public is encouraged to participate by providing the Council with their comments on the 2015-2020 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 2015-2020 TIP may be found on the City web site at <http://www.burienwa.gov>.

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: May 22, 2014

The Westside Weekly: May 30, 2014

cc: Burien City Council  
Burien City Staff  
Burien Library  
B-Town Blog  
Discover Burien

Westside Weekly  
Seahurst Post Office  
Web site: [www.burienwa.gov](http://www.burienwa.gov)  
White Center Now  
Burien Daily



# Notice of Application

City of Burien 400 SW 152nd Street, Suite 300 Burien, Washington 98166-3066

**Date** May 21, 2014

**Applicant** Bruce McPherson

**Proposal** The City of Burien, Community Development Department has received a Type 1 Land Use application for a Critical Area Review and Variance Permit for construction of a single family dwelling within a Landslide Hazardous Area.

**File No.** PLA14-0984  
File is available for viewing at Burien City Hall during regular business hours.

**Location** 13777 16<sup>th</sup> Avenue S. W.

**Tax Parcel No.** 3541600315

**Current Zoning** RS-12,000

**Application Submitted/Complete**  
Submitted: May 12, 2014  
Complete: May 15, 2014

**Other Permits Needed** Building Permit, Right-of-Way Use Permit

**Other Studies Needed** None at this time

**Existing Environmental Info.** Arborist's Report prepared by Sue Nicol, ISA Certified Arborist 5979A;  
Geotechnical Engineering Study prepared by Geotech Consultants, Inc.;  
Technical Information Report prepared by Pacific Engineering Design, LLC

**Review Process and Public Comment** The decision on this application will be made by the Community Development Director. Prior to the decision, there is an opportunity for the public to submit written comments. **Written comments must be received prior to 5:00 p.m. on June 11, 2014.** Send written comments to the project planner (see below). Please indicate your name and address and refer to the file indicated above. Only people who submitted comments as indicated above may appeal the decision on this application.

**Project Planner (for written comments and more information)**  
Brandi Eyerly, AICP  
Department of Community Development  
City of Burien  
400 SW 152<sup>nd</sup> Street, Suite 300  
Burien, WA 98166  
Phone: (206) 248-5519 E-Mail: [brandie@burienwa.gov](mailto:brandie@burienwa.gov)

**Published in the Seattle Times** Date of Notice: May 21, 2014

cc: Burien City Council  
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## MEMORANDUM

**TO:** Honorable Mayor and Members of the City Council  
**FROM:** Kamuron Gurol, City Manager  
**DATE:** June 2, 2014  
**SUBJECT:** City Manager's Report

### I. INTERNAL CITY INFORMATION

#### A. Burien PaRCS to Share Grant with Other City Parks Departments

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## Carol Allread

---

**From:** Monica Lusk  
**Sent:** Monday, May 19, 2014 12:32 PM  
**To:** 'Extra Mile America'  
**Cc:** Carol Allread; Monica Lusk  
**Subject:** RE: Extra Mile Day

Ms. Ott,

Thank you for your request for a proclamation declaring November 1, 2014, as Extra Mile Day.

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Feel free to contact me should you have any questions or concerns.

Best regards,

Monica Lusk  
City Clerk  
City of Burien  
(206) 248-5517  
[monical@burienwa.gov](mailto:monical@burienwa.gov)  
[www.burienwa.gov](http://www.burienwa.gov)

~~~~~  
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From: Extra Mile America [<mailto:extramileamerica.foundation@yahoo.com>]
Sent: Friday, May 16, 2014 7:36 AM
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We greatly hope that you will join us this year. If there is anything we can do to help you get onboard, we are happy to do whatever we can to make it happen.

We look forward to "going the extra mile" with you!

With gratitude,

Christine Ott
Christine@ExtraMileAmerica.org
310-619-3205

*** Here is sample 2014 "Extra Mile Day" proclamation wording:**

*WHEREAS, (city, state) is a community which acknowledges that **a special vibrancy exists within the entire community** when its individual citizens collectively **"go the extra mile" in personal effort, volunteerism, and service;** and*

*WHEREAS, (city, state) is a community which encourages its citizens to **maximize their personal contribution to the community by giving of themselves wholeheartedly and with total effort, commitment, and conviction** to their individual ambitions, family, friends, and community; and*

*WHEREAS, (city, state) is a community which chooses to shine a light on and celebrate individuals and organizations within its community who **"go the extra mile" in order to make a difference and lift up fellow members of their community;** and*

*WHEREAS, (city, state) acknowledges the **mission of Extra Mile America to create 500 Extra Mile cities in America** and is proud to support **"Extra Mile Day" on November 1, 2014.***

*NOW THEREFORE, I, Mayor of (city, state) do hereby proclaim **November 1, 2014**, to be **Extra Mile Day**. I urge each individual in the community to take time on this day to not only "go the extra mile" in his or her own life, but to also **acknowledge all those who are inspirational in their efforts and commitment to make their organizations, families, community, country, or world a better place.***



Burien

Washington, USA

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

DATE: May 20, 2014
FOR RELEASE: Immediately
CONTACT: Office of Economic Development (206) 248-5508

CANCELLATION

**CITY OF BURIEN
BURIEN BUSINESS AND ECONOMIC DEVELOPMENT PARTNERSHIP
MEETING NOTICE**

The City of Burien Business and Economic Development Partnership meeting scheduled for Friday, May 23, 2014, has been canceled.

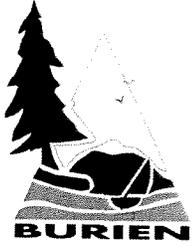
The next regularly scheduled meeting of the Partnership is on Friday, June 13, at 7:30 a.m.. at Burien City Hall, 400 SW 152nd Street, Miller Creek Conference Room, 3rd Floor.

###

The City of Burien strives to provide alternate communication opportunities. Please contact the City Clerk's office, 206/248-5517, twenty-four hours prior to the meeting, for assistance.

cc:	Burien City Council	Seahurst Post Office
	Burien Staff	White Center Now
	Burien Library	B-Town Blog
	Discover Burien	Web site: www.burienwa.gov
	Highline Times	Burien Daily

*** PLEASE PUT ON COMMUNITY CALENDAR BULLETIN BOARD**



Burien

Washington, USA

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Phone: (206) 241-4647 • FAX (206) 248-5539

www.burienwa.gov

DATE: May 19, 2014
FOR RELEASE: May 21, 2014
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, June 2, 2014, for the purpose of:

Receiving public comments on the 2015 through 2020 Six-Year Transportation Improvement Program (TIP).

The public is encouraged to participate by providing the Council with their comments on the 2015-2020 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 2015-2020 TIP may be found on the City web site at <http://www.burienwa.gov>.

The hearing will be in the Council Chambers at Burien City Hall, 400 SW 152nd 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: May 22, 2014
The Westside Weekly: May 30, 2014

cc: Burien City Council
Burien City Staff
Burien Library
B-Town Blog
Discover Burien

Westside Weekly
Seahurst Post Office
Web site: www.burienwa.gov
White Center Now
Burien Daily



Notice of Application

City of Burien 400 SW 152nd Street, Suite 300 Burien, Washington 98166-3066

Date May 21, 2014

Applicant Bruce McPherson

Proposal The City of Burien, Community Development Department has received a Type 1 Land Use application for a Critical Area Review and Variance Permit for construction of a single family dwelling within a Landslide Hazardous Area.

File No. PLA14-0984
File is available for viewing at Burien City Hall during regular business hours.

Location 13777 16th Avenue S. W.

Tax Parcel No. 3541600315

Current Zoning RS-12,000

Application Submitted/Complete
Submitted: May 12, 2014
Complete: May 15, 2014

Other Permits Needed Building Permit, Right-of-Way Use Permit

Other Studies Needed None at this time

Existing Environmental Info. Arborist's Report prepared by Sue Nicol, ISA Certified Arborist 5979A;
Geotechnical Engineering Study prepared by Geotech Consultants, Inc.;
Technical Information Report prepared by Pacific Engineering Design, LLC

Review Process and Public Comment
The decision on this application will be made by the Community Development Director. Prior to the decision, there is an opportunity for the public to submit written comments. **Written comments must be received prior to 5:00 p.m. on June 11, 2014.** Send written comments to the project planner (see below). Please indicate your name and address and refer to the file indicated above. Only people who submitted comments as indicated above may appeal the decision on this application.

Project Planner (for written comments and more information)
Brandi Eyerly, AICP
Department of Community Development
City of Burien
400 SW 152nd Street, Suite 300
Burien, WA 98166
Phone: (206) 248-5519 E-Mail: brandie@burienwa.gov

Published in the Seattle Times Date of Notice: May 21, 2014

- cc: Burien City Council
- Burien City Staff
- Burien Library
- B-Town Blog
- Discover Burien
- Westside Weekly
- Seahurst Post Office
- Web site: www.burienwa.gov
- White Center Now
- Burien Daily



Notice of Decision

City of Burien

400 SW 152nd Street (Suite 300)

Burien, Washington 98166

Date	May 22, 2014
Applicant	Harold Duncanson, Duncanson Company, Inc. for Javier Morales, Gem & Morales, LLC
Proposal	Short Plat Two Existing Residential Lots into Three Residential Lots
File No.	PLA 14-0056
Location	10 th Avenue South and South 130 th Street, Burien, Washington
Tax Parcel No.	603140-0092, 603140-0094
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 June 1, 2014 . Copies of the "Notice of Appeal" document may be obtained at the Department of Community Development. There is a non-refundable filing fee of \$304 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	Stephanie Jewett, AICP, Project Planner Department of Community Development City of Burien 400 SW 152 nd Street, Suite 300 Burien, WA 98166 Phone: (206) 439-3152 E-Mail: stephaniej@burienwa.gov
Attachments	Conditions of Approval

CONDITIONS OF PRELIMINARY SHORT PLAT APPROVAL

Morales Short Plat, PLA 14-0056

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, the 2009 Stormwater Pollution Prevention Manual, as adopted, Burien Municipal Code, Chapter 13.10 and the 2008 Burien Road Standards. It is the responsibility of the applicant to ensure compliance with the various provisions contained in these documents.
2. Prior to applying for the Final Short Plat, the Applicant shall:
 - a. Apply for and obtain a Right-of-Way Use Permit prior to any construction of driveway, drainage, utility or road improvements within the public right-of-ways.
 - b. Install 4-6 feet of pavement widening along 10th Avenue South.
 - c. Improve South 130th Street as a minor access road with 22 feet of paved surface, no parking signs, 4 feet minimum of paved shoulder (fog line required) for pedestrian access, and storm drainage.
 - d. Install all utilities serving the site underground as required by BMC 12.40.070 including electrical, phone, water, sewer and cable services.
 - e. Provide an approved performance bond or other security method for street and storm drainage improvements in public rights-of-way as required by the Development Review Engineer.
 - f. Pay a fee-in-lieu of providing 390 square feet of recreation space on the property for one new lot. The fee shall be 1 new lot multiplied by 390 square feet multiplied by the current assessed value per square foot for the property.
 - g. Include the following note on the face of the plat:

“Permit applications for buildings or other improvements constructed on lots created by this short plat must be reviewed for compliance with Best Management Practices (BMP’s) and other applicable drainage standards adopted by the City”.
 - h. Submit a Tree Retention/Replacement Plan showing that 6 (30%) of the 19 significant trees located on site have been retained or will be replaced with:
 - (1) Transplanted significant trees; or
 - (2) New trees measuring three-inch caliper or more, at a replacement rate of one and one-half (1.5) inches diameter for every one inch diameter of the

removed significant tree; or

- (3) New trees measuring less than three-inch caliper at a replacement rate of two inches diameter for every one inch diameter of the removed significant tree.
3. Prior to the issuance of building permits for future development of single-family homes on the three lots, the Applicant shall:
 - a. Pay a Transportation Impact Fee as set forth in BMC 19.35.
 - b. Record a Declaration of Covenant for the maintenance and operation of all drainage facilities located on site. The form and the instruction of the covenant will be provided during the building permit process.
 - c. Demonstrate conformance with all requirements of the Fire Marshal.
4. Prior to final certificate of occupancy of the single-family homes, significant tree replacements shall be planted.

