



# Burien

*Washington, USA*

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## MEMORANDUM

**TO:** Honorable Mayor and Members of the City Council  
**FROM:** Mike Martin, City Manager  
**DATE:** December 8, 2008  
**SUBJECT:** City Manager's Report

### I. INTERNAL CITY INFORMATION

#### A. Town Square Parcel 5 Design Review

We received the Administrative Design Review application for Town Square Parcel 5 (old Bartell's site) on November 24<sup>th</sup>. Staff expects to issue a decision by the end of February.

#### B. Latino Leadership Academy Holds Orientation (Pg. CM-5)

In July 2008, Para los Niños held its Fifth Annual Latino Parent Summit at Cedarhurst Elementary School in Burien. An outcome of the Summit was the formation of a Leadership Development and Civic Engagement Academy for Latino families. The Leadership Academy's main objective is to develop and support the potential of each member of the Latino community by providing the tools and knowledge needed to empower themselves, their family, and their community. In these classes, participants will learn things like organizing, leadership profiles, how the school system works, and they will have conversations with some elected officials. At the end of the 10-week session, affinity groups will continue meeting to work on issues of their choosing and identify further training needs. On Saturday, November 22, an orientation was held for the Academy's 10-week curriculum. Over 50 people attended and the Academy started this past week. A report from the Summit is attached.

#### C. Ambaum Boulevard S/SW 156<sup>th</sup> Street Corridor Safety Project

The rehabilitation of the section of SW 156<sup>th</sup> between 3<sup>rd</sup> and 4<sup>th</sup> SW was completed last week. The final lift of asphalt was installed and the roadway was reopened to traffic. The contractor is presently installing new sidewalk and fence to complete the Ambaum Blvd. S/SW 156<sup>th</sup> Street Corridor Safety project.

#### D. Federal Economic Stimulus Funding

Staff has been closely monitoring the efforts at the Congress to create a new economic stimulus package, which will focus on funding state and local infrastructure projects. When the criteria become clearer as to the types of projects that could receive favorable consideration for funding, staff will update the Council on proposed City projects being submitted.

**E. Meeting with New Legislator**

The Mayor and staff held an introductory meeting with newly-elected State Representative Tina Orwall of the 33<sup>rd</sup> District, on November 24, 2008. Representative-elect Orwall was elected for the seat being vacated by Rep. Shay Schual-Berke, who did not run again. The meeting with Representative-elect Orwall primarily covered the City's initial list of priorities for the 2009 legislative session. A tour followed the meeting, to show our newest Representative the highlights of Burien's projects that are currently under construction and locations of planned improvements, such as the Northeast Redevelopment Area (NERA).

**F. Transit Oriented Development Discussions**

Transit Oriented Development (TOD) is a King County program to promote transit supportive land uses, including mixed-income residential, retail, and other pedestrian friendly, non auto-oriented development to be built adjacent to existing King County transit facilities. King County Metro Transit is projecting completion of the Transit portion of the overall project during third quarter 2009. This is a new \$8 million transit center and off street bus layover facility under construction on the eastern portion of the present Burien park & ride lot (Phase I). In the meantime, Sound Transit has become an important partner with the contribution of \$12.5 million (in 2006 dollars) to Phase II of the construction which is the so called TOD portion of the project. The money is to be used toward meeting the cost of the proposed, shared use, 500 stall parking structure at the TOD. With this added partner in Phase II, telephone conference meetings have been taking place with representatives at Alliance/Wasatch (the private sector Developer), Burien and King County staff. The overall cost of Phase II is projected at just under \$60 million.

**G. City to Purchase Renewable Energy**

Beginning in 2009, the City of Burien will be purchasing renewable energy credits for about 30% of our power needs for city facilities. Buying "green tags" through Seattle City Light's "Green-Up" program helps support the market for renewable power and will eventually help reduce and stabilize the cost for this type of energy. At the 30% level, the City of Burien joins Elliott Bay Brewing, Puget Consumers Coop and the University of Washington and others as "gold" members of the Green-Up program. The nominal cost is less than \$5 per day.

Purchase of "green tags" is one of the actions recommended in the U.S. Mayors Climate Protection Agreement that former Mayor Gibb signed in 2005. As a member of ICLEI-Local Governments for Sustainability, we have pledged to reduce our greenhouse gas emissions. Buying 30% renewable energy annually will offset the same amount of carbon dioxide as planting 33.5 acres of trees, taking 12 cars off the road for a year or reducing vehicle emissions from driving 184,700 miles per year. This is also equivalent to offsetting the carbon emissions from about 1/2 of City staff's daily commute.

**H. September Sales Tax Detail (Pg. CM-13)**

The Finance Department has provided sales tax detail for September 2008 (attached).

**I. City Employees Wellness Committee Update**

The Wellness Committee met with AWC's Health Promotion Coordinator Julie McDowell to review the results of our employees' Health Monitor Management Report. The Health Monitor Management Report, an AWC sponsored report of the health risks, health behaviors, medical and self-care patterns, and preferences of our employees, identified nutrition, physical inactivity, and stress as our top three prevalent health risks. Depression, stress, and weight were identified as the behaviors with the highest readiness for change rating.

The Wellness Committee will use this information, as well as the results of an in-house employee survey, to develop their 2009 Work Program. On December 12<sup>th</sup>, the committee will conduct a half-day planning retreat to design a well-rounded educational and active program to encourage wellness and improved health for our employees in 2009.

Research indicates that poor health contributes to increased medical costs, higher absenteeism rates, lower quality of products and services, and higher disability rates. Studies indicate that cities with a high level of wellness programming show an average health care savings of nearly \$300 per person per year as compared to cities with low-to-moderate wellness programming efforts. The Wellness Committee hopes to encourage our employees toward the many benefits of wellness.

**J. American Red Cross Disaster Relief Supply Center**

The General Manager and Commissioners for Southwest Suburban Sewer District were recently approached by the local American Red Cross chapter about the possibility of locating one of their Disaster Relief Supply Centers (DRSC) on land owned by the District in Burien.

During their presentation to the District, the American Red Cross detailed a regional shelter planning goal of repositioning emergency disaster relief supplies strategically throughout the King County region. To date, they have built and stocked six of the seven planned DRSCs on donated, long term use land parcels. The other DRSCs in the region are located in Carnation, Woodinville, Black Diamond, Federal Way, Renton, and Shoreline. Each DRSC is of standard design and stocked with American Red Cross shelter supplies.

Each DRSC will be equipped with regional disaster shelter supplies to serve approximately 800 persons. Supplies within the DRSC of cots, blankets, and other shelter supplies will be stored on pallets that can be quickly loaded on trucks or vans for transport throughout the region. Also stored in one of the building bays may be a DERT or Disaster Emergency Response Trailer. The DERT is a towable trailer stocked with emergency shelter supplies for a 50 person shelter that can be mobilized for local disasters.

Seeing this as an important emergency community resource and in support of the regional disaster planning effort, the commissioners proudly agreed to partner with American Red Cross, donating them long term land use on District property. The Memorandum of Understanding was signed between the American Red Cross *Serving King and Kitsap Counties* and SW Suburban Sewer District on November 18, 2008. Scheduled completion and dedication of the Disaster Relief Supply Center in Burien is anticipated in the spring.

**K. Document Management System (DMS) Update**

Contracts, vouchers, receipts, minutes, ordinances and resolutions, and building permit address files have been entered into the DMS allowing users to find information easily with just a click of the mouse. The next documents to be scanned into the system will be the Public Works/Parks construction project files, followed by the Planning Department land use files. All City staff have access to the DMS from their computers. Citizens can access the DMS on the two computers located in the lobby.

**L. Information Technology (IT) Will Tackle Email Requirements in Early 2009**

It seems the whole world is awash in email these days, and along with this tsunami of information come new legal requirements regarding retention and discoverability with which we must comply. The good news is that the software market has responded and there are (finally) solutions out there that can help us archive our email in such a way as to make it searchable and retrievable. We intend to evaluate and implement one of these early in 2009 to help us meet these requirements.

**II. COUNCIL UPDATES/REPORTS**

**A. 2008 Annual Growth Report (Pg. CM-15)**

Burien has received a copy of the 2008 King County Annual Growth Report (AGR). This annual series provides population, economic, and development information for decision-makers in the public and private sectors in King County. It is available online at [www.metrokc.gov/budget/agr/agr08/](http://www.metrokc.gov/budget/agr/agr08/). A copy will be on file in the Planning library, should any council member wish to review the full report. Burien's statistical profile and statistics on the North Highline Potential Annexation Area are attached to this report for your information.

**B. Advisory Board Minutes (Pg. CM-17)**

The following Advisory Boards have submitted approved Minutes:

- Art Commission Minutes of October 28, 2008

**C. Notices (Pg. CM-21)**

The following Notices have been published since the last report:

- Cancellation of the City of Burien Arts Commission meeting scheduled for December 23, 2008.