



## CITY COUNCIL REGULAR MEETING AGENDA

**November 21, 2016**

**7:00 p.m.**

PAGE NO.

- |   |  |  |  |
|---|--|--|--|
| <b>1. CALL TO ORDER</b>                 |  |  |  |
| <b>2. PLEDGE OF ALLEGIANCE</b>          |  | <b>3. ROLL CALL</b>  |  |
| <b>4. AGENDA CONFIRMATION</b>           |  |  |  |
| <b>5. PUBLIC COMMENT</b>                | 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.  |  |  |
| <b>6. CORRESPONDENCE TO THE COUNCIL</b> | <ul style="list-style-type: none"> <li>a. Email Dated October 31, 2016, from Susan Goding with Response from Community Development Director Chip Davis.</li> <li>b. Email Dated November 2, 2016, from Roger D. Kadeg.</li> <li>c. Email Dated November 3, 2016, from R. DeLorm.</li> <li>d. Email Dated November 3, 2016, from Horace Parker.</li> <li>e. Email Dated November 3, 2016, from Sara Dawkins with Response from C.A.R.E.S Director Debra George.</li> <li>f. Letter Dated November 7, 2016, from C. Edgar.</li> <li>g. Email Dated November 8, 2016, from Rachael Levine.</li> <li>h. Letter Dated November 15, 2016, from Larry Cripe.</li> </ul> | <ul style="list-style-type: none"> <li>3.</li> <li>7.</li> <li>13.</li> <li>15.</li> <li>17.</li> <li>21.</li> <li>23.</li> <li>27.</li> </ul> |  |
| <b>7. CONSENT AGENDA</b>                | <ul style="list-style-type: none"> <li>a. Approval of Check Register: Check Numbers 44931 - 45046 in the Amount of \$323,371.74 for Payment on November 21, 2016 and Payroll Salaries and Benefits Approval Check Numbers 6988 – 7001 for Direct Deposits and Wire Transfers in the Amount of \$451,826.69 for October 16 – 31, 2016 Paid on November 4, 2016.</li> <li>b. Approval of Minutes: Regular Meeting, November 7, 2016.</li> </ul>  | <ul style="list-style-type: none"> <li>67.</li> <li>85.</li> </ul>   |  |
| <b>8. BUSINESS AGENDA</b>               | <ul style="list-style-type: none"> <li>a. Motion to Name Voting Delegate to the Sound Cities Association (SCA) 2016 Annual Meeting.</li> <li>b. Discussion and Action on Resolution No. 380 Affirming Support for the Graduate! Highline Initiative.</li> <li>c. Discussion and Possible Motion to Approve Ordinance No. 663 Adopting the 2017 Property Tax Levy.</li> </ul>   | <ul style="list-style-type: none"> <li>91.</li> <li>93.</li> <li>97.</li> </ul>  |  |

**City Council meetings are accessible to people with disabilities. Please phone (206) 248-5517 at least 48 hours prior to the meeting to request assistance. American Sign Language (ASL) interpretation and assisted listening devices are available upon request.**

**COUNCILMEMBERS**

Lucy Krakowiak, Mayor	Bob Edgar, Deputy Mayor	Stephen Armstrong
Austin Bell	Lauren Berkowitz	Nancy Tosta
		Debi Wagner

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

# CITY COUNCIL REGULAR MEETING AGENDA

November 21, 2016

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<b>8. BUSINESS AGENDA cont'd.</b>	d. Discussion and Possible Motion to Adopt Ordinance No. 664, Increasing the City's Surface Water Management Service Charges and Amending Chapter 13.10 of the Burien Municipal Code.	101.
	e. Discussion and Action on the 2017-2018 Preliminary Biennial Budget and Financial Policies.	109.
	f. Presentation and Discussion on the 2016 Comprehensive Plan Amendments.	131.
	g. Review of Council Proposed Agenda Schedule.	221.
<b>9. COUNCIL REPORTS</b>		
<b>10. CITY MANAGER'S REPORT</b>		227.
<b>11. ADJOURNMENT</b>		

**Carol Allread**

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**From:** Chip Davis  
**Sent:** Thursday, November 10, 2016 1:12 PM  
**To:** 'suenoir@gmail.com'  
**Cc:** Public Council Inbox; Carol Allread  
**Subject:** RE: Development Fees for the Highline Public Schools

*Staff Follow-up by: Chip Davis Community Development Director*

Dear Ms. Goding, *CTTC: 11/21/16*

Thank you for your correspondence concerning the issue of development fees for the Highline Public Schools. As you noted in your correspondence, the underlying premise for assessing a school impact fee is to have new development contribute its proportionate share of the cost associated with expanding public schools. At their October 17<sup>th</sup> meeting, the City Council directed staff to draft a letter to the Highline School District encouraging it to coordinate discussion of school impact fees with all the cities located Highline School District boundaries. That signed letter will be included in an upcoming council packet. Your comments will be conveyed to both the Burien City Council and Highline School District as part of those future discussions.

If you have any further questions regarding this issue, please feel free to contact me.

**Charles W. "Chip" Davis, AICP**  
Community Development Director  
City of Burien  
(206) 248-5501  
[chipd@burienwa.gov](mailto:chipd@burienwa.gov)  
[www.burienwa.gov](http://www.burienwa.gov)

Counter Planning Assistance Available Monday – Wednesday & Friday 8:00 am to 5:00 pm.  
Thursdays by Appointment Only

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**From:** Public Council Inbox  
**Sent:** Wednesday, November 02, 2016 1:50 PM  
**To:** 'Susan Goding' <[suenoir@gmail.com](mailto:suenoir@gmail.com)>  
**Subject:** RE:

Dear Ms. Goding,

Thank you for writing to the City Council to express your concerns. Your inquiry has been forwarded to staff for follow-up, and will be included in a future Council agenda packet as Correspondence to the Council.

Sincerely,

Carol Allread  
Executive Assistant, City Manager Office  
City of Burien  
(206) 248-5508 Office  
{206} 248-5539 Fax  
[carola@burienwa.gov](mailto:carola@burienwa.gov)

+++++

**From:** Susan Goding [<mailto:suenoir@gmail.com>]  
**Sent:** Monday, October 31, 2016 7:58 AM  
**To:** Public Council Inbox <[council@burienwa.gov](mailto:council@burienwa.gov)>  
**Subject:**

Dear Council Members,

I would like to address the issue of development fees for the Highline Public Schools. While I do support the idea, there are questions about how the money will be spent.

The Office of the Superintendent of Public will not provide matching funds for elementary school construction on lots smaller than 10 acres. Southern Heights is on 3.7 acres. Highline plans to close Des Moines Elementary because it is on a four-acre lot. Despite the inclusion of Southern Heights in the proposal of the Bond Committee, there is no way that Highline will build on Southern Heights when it will not build in Des Moines Elementary site. There is no way.

I would like to suggest that the Council put conditions on the development fees that prioritize the use of the fees in the immediate future for expanding school sites within Burien. Highline should use the money to buy homes around Southern Heights and any other property that is below the OSPI's limit for matching fees. If Highline Public Schools will not build on the Des Moines Elementary site, it will not build on the Southern Heights site unless the site is expanded to 10 acres.

I would also suggest that the Council require development fees to be used for capital improvement in Burien. All development fees should be used to expand existing property to meet the OSPI's recommended size or be used for improvements that will benefit all Burien residents. These improvements could include gravel tracks, basketball hoops, or mobiles that, in addition to school space, would also be designated and available for community meeting space.

I think it is appropriate that new properties contribute to expanding schools, however, I also think it is appropriate that the City makes sure that the development fees will keep our schools open and bring benefits to all city residents.

Sincerely,

Susan Goding

**2441 S 121 Pl**

Burien, WA 98168

206-369-9907



**Carol Allread**

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**From:** Public Council Inbox  
**Sent:** Monday, November 07, 2016 1:17 PM  
**To:** 'Roger Kadeg'  
**Subject:** RE: Port of Seattle, Seattle-Tacoma International Airport, Flight Safety Corridor Program - Additional Meeting Comments

Dear Mr. Kadeg,

CTTC- : 11 (J-1)lt.,  
Cc', M.L. NMhS, C.tNYA.VYUfvt .  
foA u I, (J)ynf, oWecrvr  
LUVLA, U

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 to the Council.

Sincerely,

Carol Allread  
Executive Assistant, City Manager Office  
City of Burien  
(206) 248-5508 Office  
(206) 248-5539 Fax  
[caroia@burienwa.gov](mailto:caroia@burienwa.gov)

**From:** Roger Kadeg [mailto:rkadeg@comcast.net]  
**Sent:** Wednesday, November 02, 2016 10:44 PM  
**To:** Albro Tom <tom.albro@portseattle.org>; Bowman Stephanie <stephanie.bowman@portseattle.org>; Felleman F. <felleman.f@portseattle.org>; Gregoire Courtney <Courtney.Gregoire@portseattle.org>; Creighton John <Creighton.J@portseattle.org>  
**Cc:** City Council <CityCouncil@ci.seatac.wa.us>; Orwall Tina <Tina.Orwall@leg.wa.gov>; Scorcio Joseph <jscorcio@ci.seatac.wa.us>; Keiser Karen <Karen.Keiser@leg.wa.gov>; Public Council Inbox <council@burienwa.gov>; Council Des Moines <citycouncil@desmoineswa.gov>; Council Normandy Park <council.members@ci.normandy-park.wa.us>  
**Subject:** Port of Seattle, Seattle-Tacoma International Airport, Flight Safety Corridor Program -Additional Meeting Comments  
**Importance:** High

No

November 2, 2016  
Port Commissioners  
Port of Seattle Headquarters  
2711 Alaskan Way  
Seattle, Washington 98121

P.O. Box 1209  
Seattle, Washington 98111

**Subject:** Port of Seattle, Seattle-Tacoma International Airport, Flight Safety Corridor Program - Additional Meeting Comments

Dear Port Commissioners:

Thank-you for your time and presentation at the subject informational meeting at Bow Lake Elementary. Hopefully, this is a sign of a positive step in the relationship between the Port and the cities and residents that are adjacent to the airport. I would like to supplement my oral comments and previous written comments with the following written remarks for the record/consideration. (I am not the best in front of a microphone, and it is impossible to get into the technical details in a three minute time slot). As a result of extensive discussions with several of your technical experts during the pre-comment period, several very important critical facts also came to light or were confirmed.

Tree Identification Issues:

1.) The trees identified for removal - specifically the dots on the aerial photo - are at best only estimates, and infer an accuracy that does not exist. Hence, the figures and associated counts are misleading, and cannot be confirmed or reproduced. Here's why:

A.) As acknowledged by the Port's expert, the LiDAR survey DOES NOT pinpoint every tree. It provides a general area estimate of approximate heights - it cannot target individual trees with any degree of accuracy, and was not used as such.

B.) As a consequence of point A, the arborist was retained to identify the trees. However, there are problems here as well.

a. Contrary to popular opinion, it can be difficult to ascertain precise tree heights working from the ground; especially within sloping or undulating terrain. This is further complicated when one has adjacent trees in a stand. If the LiDAR survey was used, one simply has circular reasoning; there is no measurement. There are smart phone applications that can provide crude estimates, again subject to several errors.

b. In all the Port reports and appendices provided, there is no documentation of 1. The specific steps or procedures the arborist used , 2. If established scientific protocols were followed, 3. Copies or documentation of any field notes taken, 4. Copies or documentation of associated calculations or worksheets.

c. To perform proper height determinations on the ground for approximately 3,000 trees is a major effort, and would typically be undertaken by an entire team. Yet, no credentials or information is provided that this was done. One is left to assume that all the work was done by a single arborist - which leads one back to point a.

d. There is no indication that any of the work was checked/peer reviewed by a second independent arborist, specializing in tree height estimates.

C.) There are problems with the estimates for trees that do not currently penetrate the theoretical airspace, but are determined will exceed within a time period.

a. The concerns of Point B. still apply.

b. Many of the trees are relatively mature in terms of height growth.

c. Growth is species dependent and it is very difficult to estimate precise rates of height growth (due to age, weather, soil conditions etc.).

d. There is 1. no documentation of procedures or how such estimates were determined, and 2. lack of associated field notes or calculations.

e. There is no way to distinguish in the reports (dots on photo or otherwise) trees that supposedly penetrate the theoretical airspace from those that do not but are projected to in the future.

2.) Given the above, one cannot:

A.) Link the dots on the aerial photo to a specific tree

B.) Hence reproduce or confirm/check the identification work.

3.) At this point, given what the Port has provided. it appears the entire program rests in part upon the undocumented opinion of a single arborist. It may or may not be correct, but it is not clear that proceeding at this juncture is in the best interest of either the Port or the surrounding residents.

4.) Given the above, the Port's implementation plan alone is not sufficient to provide a contractor appropriate directions as to which trees to remove. Bid specifications would have to be developed from additional studies or upon documentation not provided to the public. Again, assuming the trees have been marked (no documentation), one appears to be relying on the single arborist's opinion.

5.) There is no clear link (documentation or calculations) between the FAA mandated / Port managed airspace and the tree height study. A general 50:1 slope was illustrated (and as told in the presentation for illustration only- not for SeaTac), but according to pilots a 40:1 slope is more typical, and SeaTac's precise requirements and zones are not provided in the public documentation. Given the nearby valleys, hills, and undulating, sloping lands, it is very difficult to accurately reference or ascertain what is actual penetrated airspace, let alone relate to individual trees.

#### Mitigation Issues:

1.) I have previously submitted comments regarding the destruction/loss of mitigation areas for Evergreen and Lora Lakes. In discussions with the Port's senior representative, he stated flatly "there is no mitigation". I immediately responded with a question "Do you know where Evergreen Lake was located?" He professed he did not know!! I ice skated one year on that lake with my late father, and have a very good idea of what the Port promised the local residents in terms of mitigation. The problem likely lies in timing. NEPA was enacted in 1969, and Washington's SEPA was not enacted until 1971. The Evergreen Lake project was well underway before 1971, and roughly about the same time as NEPA, if not earlier. Hence, the concepts of mitigation and associated documentation were likely not to the standards of these acts. This was well before the City of SeaTac was Incorporated; any extant records likely reside somewhere in King County archives, or in local newspapers of that era. Again, another forgotten/lost promise by the Port to local residents. Many residents can verify there was such a lake, with nice surrounding homes. Part of it resides under SR 518, the rest under parts of the North Cargo area where perimeter road was relocated.

The Port really owes the residents mitigation for the loss of two residential lakes; I have suggested the clean-up/restoration/enhancement of Tub lake as one possibility, following on a previous suggestion by Deputy Mayor Fernald. This much smaller pond/lake lies within the North SeaTac Park area where homes were removed for airport clear zone. Trees and underbrush/blackberries have taken over, and there is little good access. Homeless individuals have periodically camped there, drug users leave waste, and volunteers have cleaned the area several times, followed by city actions to clean-up. We could certainly put the arborist to creative work in this area!

2.) The issue of proposed trees for replacement was raised by many. I have previously noted some of the issues/concerns, especially on habitat. There are several other problems under the current proposal:

A.) Although Shore Pine are Included, the majority of trees are deciduous. For approximately half the year, the leaves are either no longer functional with regard to carbon sequestration, or off the tree. Is it possible to reconsider/reevaluate the mix towards more evergreen species, perhaps other alpenes?

B.) I too question the validity of the carbon dioxide processing capacity as stated by the staff. Accurate, complete literature searches are required, rather than reliance upon selected research.

C.) Again, in part due to tree species (and deciduous nature), there will be a significant loss of surface area for capture of particulates and associated aerosol toxics affiliated with the airplane engine emissions.

D.) Noise. The canopy height and species selected (mainly deciduous) of replacement trees will not mitigate noise as the present trees identified for removal do. It was acknowledged at the meeting that the Port has not considered noise issues as part of this program, and no mitigation has been investigated/offered. To initially address this issue, it is suggested that the Port consider reevaluating and reinstating its homeowner noise mitigation/ sound proofing program it previously offered years ago. It made a significant improvement in my residence.

E.) As noted by many, the large trees provide a quality of life issue that is difficult to quantify in tangible terms. However, there was universal agreement that the proposed J-reptaem t-trees do not offer a similar quality of life. There is something special about tall mature evergreens that draws residents to the area and is why some purchased their specific properties. It is not just the private lands, such trees also offer this value on Port property and other public lands. The Des Moines Creek trail was specifically identified.

F.) As previously noted, there will be a species shift, loss of songbirds, and the potential driving of undesirable fauna species (raccoons, coyotes, etc.) into the surrounding neighborhoods.

G.) Even under the optimistic estimates presented at the meeting, it will take at least eight years, and more realistically at least a decade for the replacement trees to achieve the more mature size/height; again resulting in an even greater loss of carbon sequestration, greater air toxics and particulate exposure, and virtually no noise mitigation.

H.) The expected life-span of the replacement trees is far less than the trees designated for removal. The Port has committed to only an initial period of maintenance.

3.) Air quality and pollution issues were raised re: aircraft engine emissions. There is evidence suggesting increased incidents of cancers and other diseases surrounding airports, possibly associated with aircraft operations and emissions. Some observations of such effects near SeaTac airport were mentioned. The Port needs to sponsor an independent air quality study, including sampling and analysis for a range of toxics and particulates. It should be designed such that the data generated are suitable for subsequent evaluations/calculations by professional health and environmental risk assessors and for comparison with all regulatory standards. Several Port staff acknowledged this void in information.

#### Economic Mitigation Issues:

1.) The trees currently designated for removal have a significant commercial value (one commenter noted as much as \$20,000 for a large tree). However, value is also added to the real estate of private property owners. The details of the Port's compensation proposal/formulation need to be presented to the public.

2.) The trees, especially in stands, add significant value to the surrounding real estate of nearby/neighborhood property owners as well as the owners of the property on which the tree stand. There is no indication of how these owners, or the city in general can be compensated for the loss of so many trees within or near its political boundaries.

#### Alternative Action Issues:

1.) As noted in my October 30 comments, the potential alternative actions were set up like "straw man" alternatives, rather than realistic. I have subsequently determined that a limited number of lights have been put on trees or on poles adjacent to trees and tree stands for the airport in Juneau, Alaska. In addition, the FAA has recently approved and the airport is installing/has installed similar lighting on or adjacent to trees for the airport in Sun Valley, Idaho. This information comes directly from a senior pilot for Alaska Airlines, and from an associate of Mr. Walter Bala. The associate is a key FAA person, responsible for the design of approaches and departures for the FAA Southwestern region and is familiar with all aspects of obstacle clearance and tall trees. He also worked with Mr. Bala in Seattle and is intimately familiar with SEATAC IAP,

topography as well as the key FAA people in Seattle. Hence, it is clear that such an alternative for SeaTac may be viable. Contact Mr. Bala, who was at the meeting, for further details.

2.) As previously mentioned, Norfolk IAP VA has trees that have been topped off at the end of the runway to provide clearance. Topped trees near my residence have not experienced increased bird roosting or any of the diseases suggested; and another individual commented that they have had topped trees for an extended period without such issues. Again, especially with trees located in private residences, this appears to be an alternative to be reconsidered. Incremental topping or incremental removal was also suggested, as opposed to “clear cuts”.

### **Regulatory Issues:**

1.) The regulatory presentation was simply what was already provided to my Councilman, Mr. Kwon. Again, as indicated by late remarks from a knowledgeable individual in the audience, the specific details of the regulatory requirement for this action remain unclear and seem disputed. One can easily cite a reference in the Code of Federal Regulations (CFR), Revised Code of Washington (RCW), a Federal Aviation Regulation (FAR) or associated obscure engineering directives, but that is not sufficient. Context is important, and it is most important to understand how the Port personnel internally interpret and link these regulations and directives – the details are missing. The Anchor Regulatory Evaluation Memo, a large document, contains less than a page on this aspect, and does not even include several of the citations presented on the board at the meeting. One cannot verify if the Port’s understanding/interpretation is how other similar airports and/or FAA personnel interpret/implement the directives and regulations, or interact with FAA for potential variances. The “dots remain unconnected” and the regulatory need for action has not been adequately presented or demonstrated.

2.) Based upon several comments and discussions, the decision to conduct the program in Phases seems artificial and appears to be more of an intentional effort to avoid conducting a full Environmental Impact Study by dividing the program into smaller pieces and achieving a mitigated determination of non-significance. However, the environmental effects of this program (and others such as the Ecology program for Lora Lake) are cumulative, and certain issues (e.g. noise and air quality) have not been addressed at all, let alone mitigated.

### **Conclusion:**

There are many outstanding concerns and issues that remain unresolved with the program as it is now proposed. Hence, it is in the City’s and Port’s best interest that a full reevaluation be conducted before any implementations are initiated. I previously called for a full program Environmental Impact Study (EIS), because it would require a true and accurate demonstration of need, both regulatory and environmental, as well as an accurate evaluation of alternatives, and clearly defined mitigating actions. Such a study would address many of the concerns and issues noted above. Presently, the Port is opposing such a study. I hope that the Port in negotiations with the surrounding cities can reach a satisfactory resolution to these concerns and issues. I greatly appreciate the time and effort you as Commissioners put into the meeting, and the opportunity to meet several of you afterwards. Again, I seek win-win relationships, and believe this project has the opportunity for a fresh start. Alternatively, there is the way of the third runway and broken promises and commitments. You experienced just a fraction of how that project impacted the relationship with surrounding cities and residents. As you can tell, we in SeaTac have a special appreciation for our trees; they are a key factor in defining our quality of life. We are an officially nationally designated “Tree City”. Let’s avoid removing them if at all possible.

Thank-you for your consideration!

Sincerely,

Roger D. Kadeg, M.S.; M.S.E. Managing Scientist, Principal Engineer, retired

15248 29th Ave. So.  
SeaTac, WA 98188-2008

**Carol Allread**

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**From:** Public Council Inbox  
**Sent:** Monday, November 07, 2016 4:47 PM  
**To:** 'CenturyLink Customer'  
**Cc:** Monica Lusk; Council Members  
**Subject:** RE: 2017-2018 proposed budget

Dear Mr. DeLorm, *CTTC: 11/21/16*  
*cc: monica lusk, city clerk*  
*- tori Fleming, management Analyst*

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 to the Council.

*Scott Kimerer, Police Chief*  
Regarding #3 in your email below, the fifth and final installment of your Public Records Request will be fulfilled by Wednesday, November 23.

Sincerely,

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

**From:** CenturyLink Customer [mailto:rmhdhd@q.com]  
**Sent:** Thursday, November 03, 2016 3:35 PM  
**To:** Austin Bell <austinb@burienwa.gov>; Bob Edgar <bobe@burienwa.gov>; Debi Wagner <debiw@burienwa.gov>; Lucy Krakowiak <lucyk@burienwa.gov>; Nancy Tosta <nancyt@burienwa.gov>; Stephen Armstrong <stephena@burienwa.gov>; Monica Lusk <MONICAL@burienwa.gov>; Public Council Inbox <council@burienwa.gov>  
**Subject:** 2017-2018 proposed budget

[austinb@burienwa.gov](mailto:austinb@burienwa.gov)  
[bobe@burienwa.gov](mailto:bobe@burienwa.gov)  
[debiw@burienwa.gov](mailto:debiw@burienwa.gov)  
[lucyk@burienwa.gov](mailto:lucyk@burienwa.gov)  
[nancyt@burienwa.gov](mailto:nancyt@burienwa.gov)  
[stephena@burienwa.gov](mailto:stephena@burienwa.gov)  
[monical@burienwa.gov](mailto:monical@burienwa.gov)  
[council@burienwa.gov](mailto:council@burienwa.gov)

To the Burien City Council;

I am writing to you about three issues that are likely to be discussed at the next Council meeting;

**1. I am requesting that you not cut the proposed police staffing budget for 2017-2018. A social worker or a community service officer will not fill the real need that Burien has for more police. I have been Block watch Captain for my neighborhood for many years and from experience, I can say that Burien needs two more real police on its force. In all of the Citizen City surveys, for at least the last 10 years, citizens have rated public safety as their top priority and want more police! They haven't stated they want social workers or community officers.**

2. I am requesting that the Human Services grant monies go to the agencies that applied for grants and have served the city over time. The woman in the Finance Dept. who studies, researches and puts the proposed Human Services grants awards together has done a good job. I don't want money wasted on hiring another bureaucratic (social worker) position in the city. The money needs to go to direct agency services and people in need.

3. I made two Public Information Requests On March 25, 2015 and the requests were related to records and files for two Council members. I still have not had my Public Information Request filled. I was originally told that the requests would be filled last year. I would like to know when these requests be filled and completed correctly. This should be of attention to the new City Interim Manager too.

Respectfully,  
R. DeLorm

## Carol Allread

---

**From:** Public Council Inbox  
**Sent:** Monday, November 07, 2016 1:18 PM  
**To:** 'horace Parker'  
**Subject:** RE: Help Please, Strong Leadership Please

Dear Mr. Parker,

CTTC: 11/21/16  
cc: Scott Kimerer, Police Chief

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 to the Council.

Sincerely,

Maiya Andrews, Public Works Director  
Chip Davis, Community Development Director

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

---

**From:** horace Parker [mailto:[hpbulls23@hotmail.com](mailto:hpbulls23@hotmail.com)]  
**Sent:** Friday, November 04, 2016 4:51 PM  
**To:** Public Council Inbox <[council@burienwa.gov](mailto:council@burienwa.gov)>  
**Subject:** Fw: Help Please, Strong Leadership Please

to the City Council: For your consideration and action

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**From:** horace Parker <[hpbulls23@hotmail.com](mailto:hpbulls23@hotmail.com)>  
**Sent:** Thursday, November 3, 2016 4:49 PM  
**To:** [nancyt@burienwa.gov](mailto:nancyt@burienwa.gov)  
**Subject:** Help Please, Strong Leadership Please

Nancy, my wife and I are long time residents of Seahurst/Burien and are keenly aware of several problems in Burien that appear to be getting exponentially worse, and need your immediate attention and effective action to resolve.

1. The library area is literally an unsafe place to visit anymore, the number of drug users, homeless, and others using the restrooms for nefarious purposes and certainly placing them off limits for the rest of us law abiding citizens. The number of transients sleeping and camping out inside on the library cushioned seats and outside is appalling, again making it user unfriendly....it reminds me a great deal of the South Side of Chicago in terms of failed city response to keep common areas clean, safe and functional to the average citizen....and all this in the first floor of city hall....it feels like someone is asleep at the switch.

I realize that the homeless problem is complex, but it just seems like those responsible for our city are not doing anything about it..I would like to know your plan to ameliorate the problem...the answer is NOT, to hire another staff person to be the Homeless Overseer or whatever you will call it.

2. The new perpendicular flight path over our houses was implemented and has resulted in about 30 percent more noisy flights over our home...what are you and the city going to do about this?

3. I believe we need a stronger, more visible police presence in downtown Burien until you get some of the issues described above resolved..you go out to dinner in Burien now never knowing what you might see before the end of the evening...not a nice feeling. Will you see a fight? Will you be panhandled for money? Will you feel a strong sense of unease and discomfort that you are at risk and that your tax dollars for public safety are going for naught?

I would appreciate your consideration of and fast resolution action against the above issues, as that is, after all, your job...Public Safety and consideration of citizen needs should be your highest priorities...I am confident from hours of discussion with our neighbors that the consensus view of your constituents is the same as mine about the problems described above. We are seriously wondering where the leadership is.  
sincerely, Horace Parker

Carol Allread

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**From:** debrageorgemi@aol.com  
**Sent:** Tuesday, November 08, 2016 3:53 PM  
**To:** buriencares@gmail.com; sarakdawkins@gmail.com; Public Council Inbox  
**Subject:** Re: Burien C.A.R.E.S?  
**Attachments:** dawkinsletterresponse.doc

Sara, *CTTC: 11/21/16*  
*Follow-up by Debra George, CARES Director, and Monique Shultz, Office Administrator, CARES*

Thank you for taking the time to write to us. We take these matters very seriously. I asked my staff member Monique to write a response to try a clarify and explain as she was the staff person handling your case. Attached is that letter.

Debra George  
C.A.R.E.S Director

----- Forwarded message -----

**From:** Sara Dawkins <sarakdawkins@gmail.com>  
**Date:** Thu, Nov 3, 2016 at 9:57 AM  
**Subject:** Burien C.A.R.E.S?  
**To:** [council@burienwa.gov](mailto:council@burienwa.gov), [buriencares@gmail.com](mailto:buriencares@gmail.com), [Feraltrapping@gmail.com](mailto:Feraltrapping@gmail.com)

To Whom It May Concern:

I would like to share an experience I had with Burien C.A.R.E.S.

I witnessed a cat getting hit by a car last night on my street right in front of me and needless to say it was traumatic. I am not 100% sure if the cat was a stray but after knocking on all the doors and talking to all but one house near the accident, all seemed to think she was a stray. I called Burien Animal Control and the line wasn't active any more. I called C.A.R.E.S. and they said I could bring the animal to their facility.

With the help of some neighbors we packed up the cat in a box and brought her to C.A.R.E.S. When we arrived, we went inside to explain who we were. The overwhelming stench of cat urine was really something. There was no sense of order whatsoever. One of the staff came out to the car. She asked me if I saw it happen and I told her yes that it was awful and she said she was sorry. I brought the box out and set it on the pavement. The woman grabbed the cats ear and began to tug her head side to side, I assumed she was looking for the ear mark to see if she had been spayed/neutered. (she wasn't wearing gloves or anything). She brought the animal inside and scanned her with two different scanners and found no chip. She told me "there is no way this cat is a stray" and looked at me somewhat accusatory? I felt like I was an inconvenience to her as she told her staff "tag it and put it in the freezer and have her fill out a form". There is no way I was going to leave that poor animal on the side of the road stray or not, I reacted to the situation the best I knew how to care for the well-being of that animal. Period. To be honest, I felt bad leaving a dead animal in their care, I can't imagine having to bring a living animal and leaving it there in those conditions.

Let me be clear on something, I may have an abnormal amount of empathy for animals and happen to like them more than most people. With that being said, I feel that if you are running an establishment with the acronym C.A.R.E.S. in your name than you should practice caring... just so it can be slightly believable to someone who brings an animal to be cared for. We all deserve respect and she did not show that animal an ounce of it.

I hope that I am not in this situation again for fear of having to use Burien C.A.R.E.S. for anything. The sad thing is if they are our Animal Control then I KNOW without a doubt I will.

I am writing you all to voice my concern and for this to be a public record on an organization that does not appear to be up to code in any sense. From training to cleanliness to common decency. Something has to change. These animals need our help.

Thank you for your time,  
Sara Dawkins



This letter is in reply to an email submitted to council last week by Sara Dawkins, in which she relates her recent experiences at CARES while bringing in a deceased cat. I am the staff member who assisted her while she was here, and would like to clarify some of the statements Ms. Dawkins makes in her letter.

Firstly, Ms. Dawkins was clearly upset, having witnessed the cat getting hit by a car, and I apologized and expressed my sympathy to her (I have witnessed it before myself, and it can be terribly upsetting, even when it's not your own cat). I followed Ms. Dawkins to her car, and inspected the deceased cat. As is procedure, I did lift its head to check for an ear-tip (which would tell us if the cat was a feral/free-roaming cat that had been fixed already), but certainly didn't "grab" and "tug" at the cat's head.

Ms. Dawkins stated the neighbors she spoke with felt the cat was a stray/abandoned cat. Based on the good condition of the cat's fur, weight, and other factors, I told her it may be an owned pet cat, and asked her to fill out a Found Animal report, in case a family came looking for the cat. I certainly didn't say, nor intend to say, anything "accusatory" (?) to Ms. Dawkins, nor did I say anything like "there's no way this could be a stray cat." I again thanked her for bringing the cat to us and offered my condolences. But I do apologize if Ms. Dawkins misinterpreted anything I said to her.

As for there being "no sense of order" at the shelter: Like any shelter, the most hectic times of the day are opening and closing time. Ms. Dawkins came in just a few minutes before closing time, which is not an issue, but the shelter environment is certainly going to be more apparently chaotic during that time—in addition to shutting down normal business operations, we are busy getting the dogs their final evening walks and their kennels squared away for the night, administering animal medications, getting litter boxes scooped and cats fed, signing out volunteers, etc. Additionally, we had a large group of 10 kittens just return from the vet that evening, which were variously in the process of being adopted, fostered, or being re-kenned at the shelter when Ms. Dawkins came in.

This may be why she evidently felt I did not act compassionately enough regarding the cat, or was brusque with her—again, I apologize if I came across that way to her, but she was neither the only customer we were dealing with at the time, nor was the deceased cat she brought the only animal we were dealing with. We do unfortunately have to regularly intake deceased pets, so while it may be a tragic routine for us, I do make a personal effort to convey my genuine empathy in these situations, as do all our staff and volunteers, and I'm sorry if that was lost on Ms. Dawkins in all the activity going on around us.

Further, there was certainly no "overwhelming smell of cat urine" in the shelter. We have dozens and dozens of animal-loving customers every day come to the shelter to look at dogs and cats, and we pride ourselves on the clean, safe, sanitary conditions we maintain here for the animals. Further, every single cat litter box in the shelter had literally just been cleaned shortly before Ms. Dawkins came in, and the cat kennels cleaned top-to-bottom, as is daily practice; we have a dedicated group of volunteers who



RECEIVED

NOV 8 2016

CITY OF BURIEN

November 7, 2016

To the Burien City Council,

Correspondence to the Council has always been a way for citizens, people, organizations and agencies to communicate to the Council. It was never intended or used as an avenue for Council members to present their diatribes or political platforms on. However this current packet contains a Council member's diatribe and defamatory comments about me in it because I exercised my First Amendment Rights. Other citizens have also received personally demeaning comments and defaming comments about me in their emails because they exercised their First Amendment Rights, too.

As I encouraged in my previous communications to the Council, the Council needs to review: its Guidelines, rules on Public meetings, laws relating to Public Records and the U.S. Constitution. I have forwarded information to the Council on the Federal Government's position on grants to faith based organizations. Hopefully, at least one of you has read them. I encourage all Council members and citizens to review the last 20 min. of the October 17, 2016 meeting-as painful as that might be.

For the record, I am stating that I provided no misinformation or untruths to the public or the Council in my correspondences.

Relating to the 2017-2018 City budget, I request that the Council not cut funding to the police positions and not slice and dice the proposed grants budget to Human Services because these cuts don't serve the City or citizens very well.

Respectfully,

C. Edgar

CTTC: 11/21/16

cc: Lisa Marshall, City Attorney

Monica Lusk, City Clerk

Luvi Fleming, Management Analyst



**Carol Allread**

---

**From:** Public Council Inbox  
**Sent:** Tuesday, November 15, 2016 9:13 AM  
**To:** 'Rachael Levine'  
**Subject:** RE: King County Library System strategic planning invitation

Dear Ms. Levine,

CTTC: 11/21/16

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 to the Council.

Sincerely,

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

**From:** Rachael Levine [mailto:[rachael.levine@centurylink.net](mailto:rachael.levine@centurylink.net)]  
**Sent:** Tuesday, November 08, 2016 7:27 AM  
**To:** Public Council Inbox <[council@burienwa.gov](mailto:council@burienwa.gov)>  
**Cc:** [gawasdin@kcls.org](mailto:gawasdin@kcls.org)  
**Subject:** Fwd: King County Library System strategic planning invitation

Dear Council,

I'm forwarding this invitation from the King County Library System, which seemed like a good opportunity to hear about KCLS as well as solicit ideas from those who might not be able to come to their "community conversations". In the unique arrangement of sharing space with the Burien Library, there could be some unique opportunities for even more of those "conversations".

If you haven't visited the new White Center Library, I would encourage you to see how all the "community conversations" resulted in a wonderful resource for all of us. For the Boulevard Park Library, much needed improvements are proceeding. These libraries demonstrate the best of our intentions to serve the interests and needs of our community.

Thank you for your attention.

Rachael Levine

**From:** "Denise Feil" <[dfeil@kcls.org](mailto:dfeil@kcls.org)>  
**To:** "Denise Feil" <[dfeil@kcls.org](mailto:dfeil@kcls.org)>  
**Sent:** Friday, November 4, 2016 4:23:29 PM  
**Subject:** King County Library System strategic planning invitation

King County Library System is involved in a strategic planning process and we want to hear from our communities, patrons and partners. It's vital that we hear from everyone about their vision of the library they want to see.

Libraries are ever-changing. Should libraries be all about books? Should libraries help to solve community problems? Or, are libraries obsolete? Come help the King County Library System (KCLS) explore these and other questions. Your participation will help shape the Library's future as we work to adapt to the needs of the communities we serve. Please help us spread the word and join us at one of the Community Conversations. American Sign Language and world language interpretation available upon request. Burien will be hosting two community conversations on ***Saturday, December 3 at 10:30am-12:30pm or a session in Spanish from 1-3.*** If this day or time is not convenient, other locations and times are in the attached document.

If you have time at an upcoming event, staff meeting, parent night, etc. before December 2nd, KCLS will come to you! Please let me know if a KCLS representative could join for 15 minutes at the beginning or end of your gathering to gather input and ensure that all community voices are heard. I can be reached at [dfeil@kcls.org](mailto:dfeil@kcls.org). Thank you for your kind attention.

~best,

Denise

DENISE FEIL  
LIBRARIAN SERVICES MANAGER  
BURIEN-GREENBRIDGE-WHITE CENTER  
WEST REGION  
206.243.3490

# Help Us Shape Our Future

Libraries are ever-changing. Should libraries be all about books? Should libraries help to solve community problems? Or, are libraries obsolete? Come help the King County Library System (KCLS) explore these and other questions. Your participation will help shape the Library's future as we work to adapt to the needs of the communities we serve.

## Join us at one of the following Community Conversations:

<p><b>Monday, November 28</b> <b>6:30-8:30pm</b></p> <p><b>Newcastle Library</b> 12901 Newcastle Way Newcastle WA 98056</p> <p><i>or</i></p> <p><b>Renton Library</b> 100 Mill Avenue South Renton WA 98057</p>	<p><b>Tuesday, November 29</b> <b>6:30-8:30pm</b></p> <p><b>Des Moines Library</b> 21620 11th Avenue South Des Moines WA 98198</p> <p><i>or</i></p> <p><b>Sammamish Library</b> 825 228th Avenue SE Sammamish WA 98075</p>	<p><b>Wednesday, November 30</b> <b>6:30-8:30pm</b></p> <p><b>Bellevue Library, Room 1</b> 1111 110th Avenue NE Bellevue WA 98004</p> <p><i>or</i></p> <p><b>Issaquah Library</b> 10 West Sunset Way Issaquah WA 98027</p>
<p><b>Thursday, December 1</b> <b>6:30-8:30pm</b></p> <p><b>Kirkland Library</b> 308 Kirkland Avenue Kirkland WA 98033</p> <p><i>or</i></p> <p><b>Federal Way Library</b> 34200 1st Way South Federal Way WA 98003</p>	<p><b>Friday, December 2</b> <b>6:30-8:30pm</b></p> <p><b>Covington Library</b> 27100 164th Avenue SE Covington WA 98042</p> <p><i>or</i></p> <p><b>Auburn Library</b> 1102 Auburn Way South Auburn WA 98002</p>	<p><b>Saturday, December 3</b> <b>10:30am-12:30pm</b></p> <p><b>Shoreline Library</b> 345 NE 175th Street Shoreline WA 98155</p> <p><i>or</i></p> <p><b>Burien Library</b> 400 SW 152nd Street Burien WA 98166</p>

## Asistir a una sesión en español:

<p><b>Thursday, December 1</b> <b>6:30-8:30pm</b></p> <p><b>KCLS Service Center, Board Room</b> 960 Newport Way NW Issaquah WA 98027</p>	<p><i>or</i></p>	<p><b>Saturday, December 3</b> <b>1-3pm</b></p> <p><b>Burien Library</b> 400 SW 152nd Street Burien WA 98166</p>
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Refreshments will be provided. Each conversation will be led by Sam McBane Mulford of *ideation collaborative* and Cheryl Gould of *Fully Engaged Libraries*.

For more information: [www.kcls.org/strategic-plan](http://www.kcls.org/strategic-plan)





Quiet Skies Coalition  
PO Box 238  
Seahurst, WA 98062

CTTC: 11/21/16

cc: maiya Andrews,  
Public Works Director

November 15, 2016

Via U.S. Mail

Chip Davis,  
Community Development Director

RECEIVED

NOV 16 2016

City of Burien

KC Yanamura, Administrator  
David Suomi, Deputy Administrator  
Federal Aviation Administration  
Northwest Mountain Region  
1601 Lind Avenue SW  
Renton, Washington 98057

Re: City of Burien – Quiet Skies Coalition

Dear Ms. Yanamura and Mr. Suomi:

This letter is written on behalf of the Quiet Skies Coalition, a Washington nonprofit corporation composed of hundreds of individuals residing in the greater Burien area. I am president of the Quiet Skies Coalition and a retired airline pilot. I have resided in Burien for more than 30 years.

On about July 28, 2016, the Federal Aviation Administration (FAA) authorized a north flow flight path modification that diverts low elevation propeller aircraft directly over the skies of Burien.

This flight path modification, based on our research to date, is believed to have been the direct result of a decision made by Ms. Yanamura after reviewing various options for distribution of propeller aircraft. This FAA decision diverts most if not all of the low elevation propeller aircraft flown by Alaska Air Group over the City of Burien.

Since late July 2016, as a direct result of the FAA's action, the City of Burien has been exposed to noise disruption far in excess of the sporadic overflights that are historically normal (i.e., missed landings and random overflights).

Flight path maps obtained from the Port of Seattle for the periods after July 2016 demonstrate the extent of this disruption. Communications from the Port of Seattle now admit that the new overflights constitute a substantial increase in noise from previous practice.

The Quiet Skies Coalition was formed in response to this FAA action and resulting noise disturbance. We would invite you to visit our City and see firsthand the effects of your decision. Extremely noisy, low elevation propeller aircraft now routinely disturb our homes, families and quiet enjoyment of our lives. The mission of the Quiet Skies Coalition is to restore the quiet skies Burien has traditionally enjoyed prior to your decision on July 28, 2016 and, more broadly,

to work with the FAA, Alaska Airlines, the Port and neighboring communities to address the regional capacity issue at the airport.

In investigating the matter since late July 2016, the Quiet Skies Coalition has come to believe that the following facts are true and undisputed:

1. The FAA action was taken without consultation of our elected representatives in the City of Burien or their appointed staff.
2. The FAA action was taken without the preparation of an Environmental Assessment under the National Environmental Policy Act (NEPA).
3. The FAA action was taken without the preparation of an Environmental Impact Statement under NEPA.
4. The FAA action was taken to impose the brunt of this new flight burden on the City of Burien only, rather than to effectuate an equitable disbursement of flights, even though the FAA had in its possession a range of options to more equitably disburse this traffic away from the main north flow noise mitigation corridor.
5. The new overflights constitute a substantial increase in noise impact to the City of Burien, not forecasted by any noise exposure map and not traditionally experienced by the City of Burien and its residents.

Our investigation of the facts leading up to the FAA action is ongoing. In that regard, the Quiet Skies Coalition and its representatives are pursuing Freedom of Information Act requests and analyzing historical documents concerning noise mitigation corridors and practices/procedures jointly developed by the Port, the FAA and the surrounding communities over the last 20 years.

In the meantime, the City of Burien initiated and convened a meeting on November 4, 2016 to explore the issue. The City of Burien invited representatives of the FAA to attend. Initially, the FAA agreed to attend. The day before the scheduled meeting on November 4, the FAA advised the City of Burien that FAA would not attend. Eventually, the FAA did attend the meeting, represented by two individuals having less managerial authority. The Quiet Skies Coalition also attended, as did a representative of the Port of Seattle, representatives of the City of Burien and a neutral facilitator.

At the November 4, 2016 meeting, the Quiet Skies Coalition presented a detailed PowerPoint to the FAA raising questions and concerns about the adoption of the July 28, 2016 action. The neutral facilitator commended the Quiet Skies Coalition for its thorough presentation. In the presentation, the Quiet Skies Coalition raised numerous specific questions regarding NEPA and the FAA process leading up to the unannounced flight path modification. We enclose a copy of

the Quiet Skies Coalition PowerPoint presentation for your information. As you can see, we are raising relevant concerns that demand specific answers.

At the conclusion of the November 4, 2016 meeting, the neutral facilitator strongly recommended that FAA answer our questions and concerns promptly. Specifically, the neutral facilitator told the FAA that the group expected the FAA to advise the Coalition by no later than Thursday, November 10, 2016 of a specific date on which the FAA can meet again with the group and provide specific answers.

On that day—Thursday, November 10, 2016—the FAA sent a short email to the City of Burien. We have not seen the actual email, but the City of Burien advises us that the FAA said only that the FAA would be unable to meet again with the group until sometime after December 31, 2016.

We consider this response from FAA to be unacceptable. This is a matter of major significance to our city. Our Coalition has invested considerable time and money in examining the basis for the FAA's action. We attended the November 4, 2016 meeting in good faith, fully prepared to explain our position, on the belief—as urged by the neutral facilitator—that the FAA would respond timely and accurately. Our disappointment in what we consider to be unreasonable delay by the FAA is extreme.

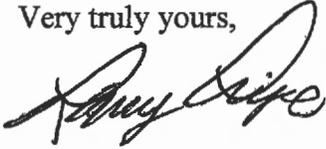
We close this letter with two specific requests:

1. We request that the FAA meet with us, the Port of Seattle, Alaska Airlines and the City of Burien—with the neutral facilitator—by no later than December 2, 2016, one full month from the November 4 meeting. The purpose is to hear the FAA's answers and responses to the questions and concerns we raised on November 4, 2016. The Coalition also expects to use this meeting to get to a solution that works for all stakeholders, including Alaska Air Group.
2. The Coalition requests that the FAA suspend the flight path modification authorized on or about July 28, 2016. Low elevation turbo prop planes, run almost exclusively by Alaska Airlines that once flew within the north flow noise mitigation corridors, now fly over the City of Burien on what can only be considered a virtual runway. We request that you to visit our neighborhoods and experience firsthand the disruption and stress that the FAA's action has caused. We understand that the airport has capacity issues, but submit that singling out one community to bear the disproportionate brunt of a regional capacity issue is inequitable.

KC Yanamura, Administrator  
David Suomi, Deputy Administrator  
November 15, 2016  
Page 4

We thank you for your time and attention in considering these issues.

Very truly yours,

A handwritten signature in black ink, appearing to read "Larry Cripe". The signature is fluid and cursive, with the first name "Larry" being more prominent than the last name "Cripe".

Larry Cripe  
President, Quiet Skies Coalition

Enclosures:    November 4, 2016 Presentation  
                         Quiet Skies Coalition Brochure

c:     Port of Seattle Commissioners  
       Burien City Councilmembers  
       Burien City Manager  
       President, Alaska Air Group



---

Larry Cripe, Pres.

206.321.0630

[info@quietskiescoalition.net](mailto:info@quietskiescoalition.net)

Quiet Skies Coalition, Inc.

PO BOX 238

Seahurst, WA 98062





# Flight Path Changes

Meeting Between the  
FAA, Port of Seattle and Quiet Skies Coalition  
November 4, 2016

# Quiet Skies Coalition

Q. What is the Quiet Skies Coalition?

The Quiet Skies Coalition is a non-profit corporation

It is comprised of area residents.

- Larry Cripe - President
- John Parnass - Vice President, Attorney
- Debi Wagner - Treasurer
- Terry Plumb - Strategic Advisor
- Walter Bala - Advisor

# Purpose

Introduction

We are here to discuss and understand.

We Have Questions.

We seek your help

# Mission Statement

- ⊗ Our objective is to restore equitable departure tracks as they existed prior to the July 26<sup>th</sup>
- ⊗ The Quiet Skies Coalition proposes to do this through citizen initiatives taking our request directly to sympathetic responsible parties.

# Assumptions

We are not experts

We are studying relevant documents

We cannot reconcile some FAA guidance

We are examining options

We want to learn more

# Guidance Overview

14 CFR 150.35(b)(3)(iii)

Order 1050.1F

Environmental Review

Categorical Exclusions

14 CFR Part 77.31

# Guidance Overview

**14 CFR 150.35(b)(3)(iii)**

Order 1050.1F

Environmental Review

Categorical Exclusions

14 CFR 77.31

# ...and the Answer is: 14 CFR 150.35(b)(3)(iii)

- ❁ Bottom line...obvious.
- ❁ Maximize departures and arrivals.
- ❁ No Contest.
- ❁ **We Get This!**
- ❁ Does it address NEPA?

## **§150.35. Determinations; publications; effectivity.**

(a) The FAA issues a determination approving or disapproving each airport noise compatibility program (and revised program). Except as provided by this paragraph, no approval of any noise compatibility program, or any portion of a program, may be implied in the absence of the FAA's express approval.

(b) The Administrator approves programs under this part, if—

(1)

(2)

(3) Those aspects of programs relating to the use of flight procedures for noise control can be implemented within the period covered by the program and without—

(i) Reducing the level of aviation safety provided;

(ii) Derogating the requisite level of protection for aircraft, their occupants and persons and property on the ground;

(iii) Adversely affecting the efficient use and management of the Navigable Airspace and Air Traffic Control Systems; or

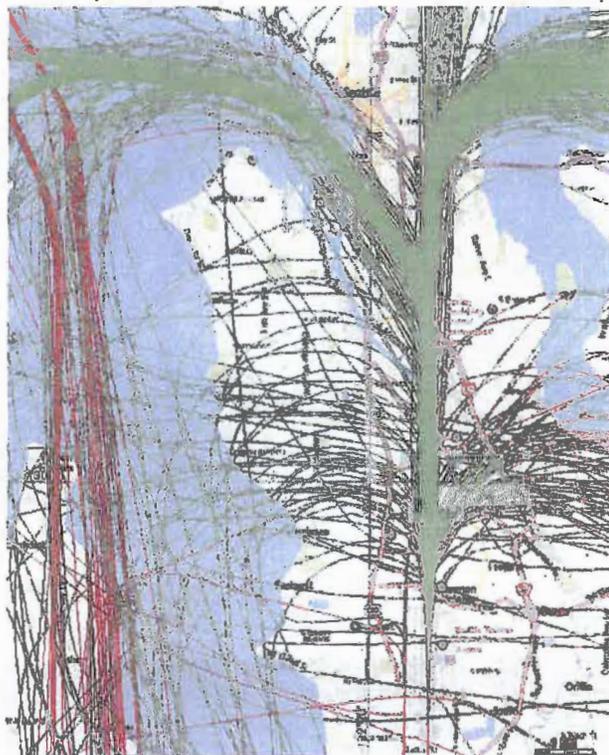
(iv) Adversely affecting any other powers and responsibilities of the Administrator prescribed by law or any other program, standard, or requirement established in accordance with law.

# Flight Patterns

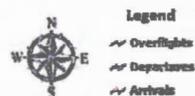
June 5, 2016

Port  
of Seattle

Jet and Propeller Aircraft from Seattle-Tacoma International Airport



Flight Track Map for:  
June 5, 2016 - 24 hours



# Flight Patterns

August 13, 2016



Jet and Propeller Aircraft from Seattle-Tacoma International Airport



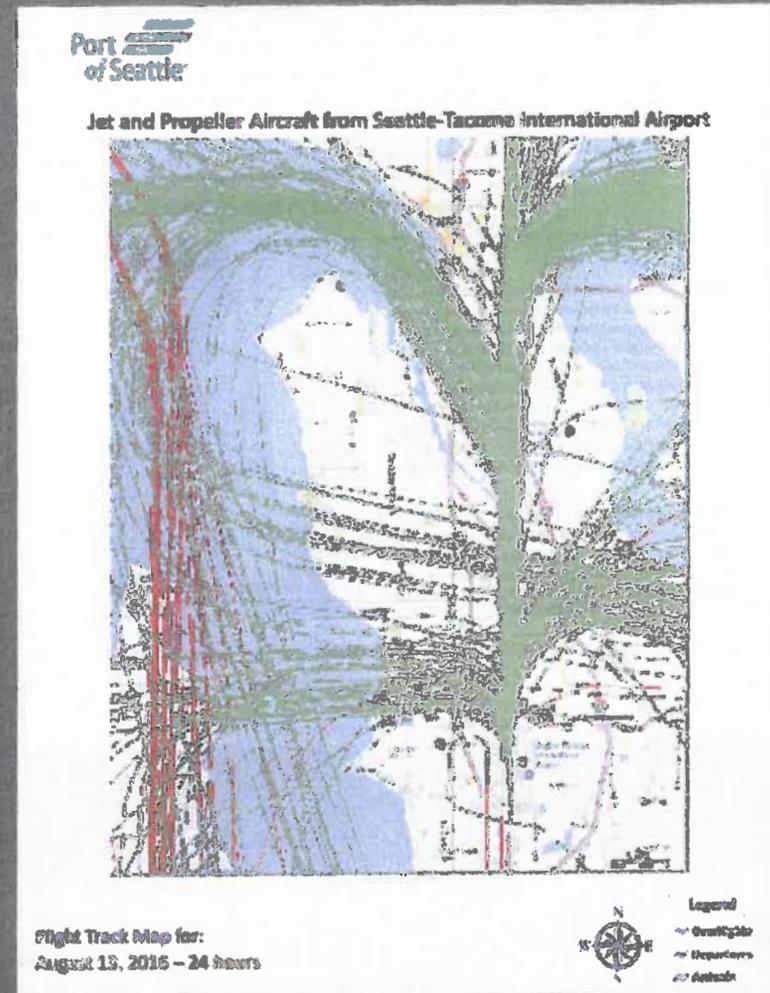
Flight Track Map for:  
August 13, 2016 – 24 hours



Legend  
~ Overflights  
~ Departures  
~ Arrivals

# August 13 Flight Tracks

- ❁ Why these flight paths?
- ❁ Why today rather than last year?
- ❁ Were other dispersion options considered?
- ❁ Who recommended this option?
- ❁ What about Noise Abatement and Elliot Bay?



# FAA Talking Points

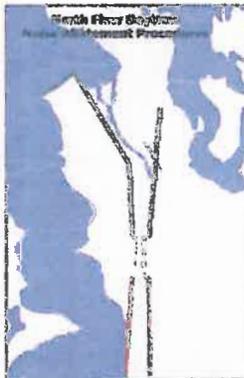
## “Sea-Tac Airport Noise Abatement Procedures for Jets”

- ❁ Title states “Procedures.”
- ❁ Document refers to Noise Abatement procedures.
- ❁ Can we have a copy of relevant noise abatement departure procedures?

TALKING POINTS - Noise Concerns in Surfin, WA

**Sea-Tac Airport Noise Abatement Procedures for Jets**

Website: <http://www.portseattle.org/Environment/Noise/Noise-Abatement/Operations/Procedures.aspx>



The map shows the Sea-Tac Airport terminal and surrounding area. It highlights several flight paths for jets, including a primary path that curves to the right and then straightens out, and several other paths that curve to the left or right. The paths are labeled with headings and altitudes, such as '020° 10000' and '030° 10000'.

Noise abatement flight procedures for jet aircraft are specific flight headings and altitudes designed to minimize noise over surrounding communities. The FAA, in cooperation with the Port and local communities, established the procedures to take advantage of existing geographical and compatible land use conditions wherever possible.

Although the FAA has sole authority over aircraft in flight, the Port of Seattle has taken the local responsibility for monitoring and reporting air traffic activities in regard to noise abatement procedures. This information is used to track trends and identify problem areas. The FAA can deviate from the noise abatement procedures for a variety of reasons, including weather, traffic safety and aircraft performance. Propeller aircraft, being smaller and slower, cannot fly within the noise abatement corridors with jet aircraft and are allowed to deviate from the noise abatement flight procedures.

**Adjustments made by Seattle ATIS (SEA) and Seattle TRACON (S46)**

The minimum separation requirement within terminal airspace is to maintain at least 3 miles between aircraft on the same course, making turbo-prop and jet aircraft is difficult due to the turbo-prop's slower speed and climb rate. Therefore, SEA and S46 signed a Letter of Agreement (LOA) dated July 26, 2016. The LOA allows SEA, when departing to the North, to vector turbo-prop aircraft whose course destination is between 161° and 326° (S - NW) to a 250° heading. Turbo-prop aircraft whose course destination is between 041° and 160° (NE - S) may be vectored to a 020° heading.

Prior to the implementation of this LOA, SEA did not have an agreed upon vector to the west for turbo-prop aircraft. However, data indicates that similar vectors have been used in the past to achieve the same efficiency and safety advantages. The new vectors or headings provide air traffic control with a safe way to disperse the turbo-prop aircraft and separate them from jet aircraft. There is no requirement under the National Environmental Policy Act (NEPA) to do an environmental review on aircraft vectors listed within a facility Letter of Agreement. Furthermore, the Sea-Tac Airport Noise Abatement Procedures states that turbo-prop or propeller aircraft cannot fly within the noise abatement corridors with jet aircraft and are allowed to deviate from the noise abatement flight procedures.

“As with all SeaTac jet departures, these aircraft will not be permitted to be turned until approximately 5 miles from the airport.”

**Longevity of Turbo-Prop Aircraft at Sea-Tac Airport**

Horizon Air, the primary operator of SeaTac’s turbo-props, has publicly announced the purchase of Embraer E175 jets. As with all SeaTac jet departures, these aircraft will not be permitted to be turned until approximately 5 miles from the airport.

**References:**

<http://www.seattletimes.com/business/boeing-aerospace/alaska-air-said-to-choose-embraer-for-30-regional-jets/>

- ❁ Who wrote this and what was its basis?
- ❁ Is this correspondence properly vetted?
- ❁ Is this a legal obligation? Is this indefinite?

“There is no requirement under the National Environmental Policy Act (NEPA) to do an environmental review on aircraft vectors listed within a facility Letter of Agreement.”

- ❁ Why refer to NEPA and not 1050.1F?
- ❁ Can we see a copy of the LOA?
- ❁ Can we see relevant sections of controller's manual.
- ❁ Does the LOA warrant NEPA exclusion?



flight procedures.

Adjustments made by Seattle ATCT (SEA) and Seattle TRACON (S46)

The minimum separation requirement within terminal airspace is to maintain at least 3 miles between aircraft on the same course, mixing turbo-prop and jet aircraft is difficult due to the turbo-prop's slower speed and climb rate. Therefore, SEA and S46 signed a Letter of Agreement (LOA) dated July 26, 2016. The LOA allows SEA, when departing to the North, to vector turbo-prop aircraft whose course destination is between 161° and 326° (S – NW) to a 250° heading. Turbo-prop aircraft whose course destination is between 041° and 160° (NE – S) may be vectored to a 020° heading.

Prior to the implementation of this LOA, SEA did not have an agreed upon vector to the west for turbo-prop aircraft. However, data indicates that similar vectors have been used in the past to achieve the same efficiency and safety advantages. The new vectors or headings provide air traffic control with a safe way to disperse the turbo-prop aircraft and separate them from jet aircraft. There is no requirement under the National Environmental Policy Act (NEPA) to do an environmental review on aircraft vectors listed within a facility Letter of Agreement. Furthermore, the Sea-Tac Airport Noise Abatement Procedures states that turbo-props or propeller aircraft cannot fly within the noise abatement corridors with jet aircraft and are allowed to deviate from the noise abatement flight procedures.

# Guidance Overview

14 CFR 150.35(b)(3)(iii)

**Order 1050.1F**

**Environmental Review**

Categorical Exclusions

14 CFR 77.31

# And We Again Refer To: Order 1050.1F

- ❁ Does this really mean “...apply to actions directly undertaken by the FAA”?
- ❁ What are: “Procedural Actions”?
- ❁ If ATO excluded, where are the exclusive provisions published?
- ❁ Why Order important to the Coalition?



U.S. DEPARTMENT OF TRANSPORTATION  
FEDERAL AVIATION ADMINISTRATION

ORDER  
1050.1F

Effective Date:

7/16/15

**SUBJ:** Environmental Impacts: Policies and Procedures

This Order serves as the Federal Aviation Administration's (FAA) policy and procedures for compliance with the National Environmental Policy Act (NEPA) and implementing regulations issued by the Council on Environmental Quality (CEQ). The provisions of this Order and the CEQ Regulations apply to actions directly undertaken by the FAA and to actions undertaken by a non-Federal entity where the FAA has authority to condition a permit, license, or other approval. The requirements in this Order apply to, but are not limited to, the following actions: grants, loans, contracts, leases, construction and installation actions, procedural actions, research activities, rulemaking and regulatory actions, certifications, licensing, permits, plans submitted to the FAA by state and local agencies for approval, and legislation proposed by the FAA. The Order was last revised in 2006.

This Order updates FAA Order 1050.1E to: 1) provide a clear, concise, and up-to-date discussion of the FAA's requirements for implementing NEPA; and 2) clarify requirements in order to facilitate timely, effective, and efficient environmental reviews of FAA actions, including NextGen improvements.

A handwritten signature in black ink, appearing to read "RS", written over a horizontal line.

Rich Swayze  
Assistant Administrator  
Policy, International Affairs & Environment

# NEPA & Order 1050.1F

**1-7. The National Environmental Policy Act and the Council on Environmental Quality Regulations.** NEPA and the CEQ Regulations establish a broad national policy to protect and enhance the quality of the **human environment**, and require Federal agencies to develop programs and measures to meet national environmental goals.

**This Order implements the mandate of NEPA, as defined and discussed in the CEQ Regulations, within the programs of the FAA. The Order is not a substitute for the CEQ Regulations; rather, it supplements the CEQ Regulations for FAA programs. **All FAA Lines of Business and Staff Offices (LOB/SOs) must comply with the CEQ Regulations as further implemented and supplemented by this Order.****

- ⊗ Are any FAA Lines of Business excluded?
- ⊗ Are we to understand that this order does or does not apply to the Air Traffic Organization?

# Impacts, Alternatives and Disclosures

**1-8. Federal Aviation Administration Policy.** The FAA's primary mission is to provide the safest, most efficient aerospace system in the world. NEPA compliance and other environmental responsibilities are integral components of that mission. The FAA is responsible for complying with the procedures and policies of NEPA and other environmental laws, regulations, and orders applicable to FAA actions. The FAA decision-making process must consider and disclose the potential impacts of a proposed action and its alternatives on the quality of the human environment. In meeting its NEPA obligations, the FAA should seek to achieve the policy objectives of 40 CFR § 1500.2 to the fullest extent possible. The FAA must integrate NEPA and other environmental reviews and consultations into agency planning processes as early as possible. Funding requirements must be justified and requested in accordance with existing budgetary and fiscal policies. Each FAA LOB/SO is responsible for seeking sufficient funds through the budget process to implement the provisions of this Order.

- ⊗ Were potential impacts considered?
- ⊗ Were alternatives proposed?
- ⊗ Although rhetorical, were impacts and alternatives disclosed?

# Procedural Actions

**1-9. Applicability and Scope.** The provisions of this Order and the CEQ Regulations apply to actions directly undertaken by the FAA and to actions undertaken by a non-Federal entity where the FAA has authority to condition a permit, license or approval. The requirements in this Order apply, but are not limited, to the following actions: grants, loans, contracts, leases, construction and installation actions, procedural actions, research activities, rulemaking and regulatory actions, certifications, licensing, permits, plans submitted to the FAA by state or local agencies for approval, and legislation proposed by the FAA. Exceptions to these requirements are listed in Paragraph 2-1.2.

- ❁ Again reference to procedural actions.
- ❁ Are there comprehensive definitions of “procedural actions”?

# Three Levels of Review

## CATEX, EA, EIS

- ⊗ Not significant, no extraordinary circumstances, EA not required.
- ⊗ Significant, EA required.
- ⊗ What does “significantly affect the human environment mean in ¶3-1.2?
- ⊗ In what context in ¶3-1.2(12) is “noise sensitive areas” used?

### Levels of National Environmental Policy Act Review

**3-1. Three Levels of National Environmental Policy Act Review.** Once the FAA determines that NEPA applies to a proposed action, it needs to decide on the appropriate level of review. The three levels of NEPA review are **Categorical Exclusion (CATEX)**, **Environmental Assessment (EA)**, and **Environmental Impact Statement (EIS)**. Each of the three levels of review is briefly described in the following paragraphs.

**3-1.1. Categorically Excluded Actions.** A CATEX refers to a category of actions that do not individually or cumulatively have a significant effect on the human environment, and for which, neither an EA nor an EIS is required. A CATEX is not an exemption or waiver of NEPA review; it is a level of NEPA review. If a proposed action falls within the scope of a CATEX (see Paragraph 5-6, The Federal Aviation Administration’s Categorical Exclusions), and there are no extraordinary circumstances (see Paragraph 5-2, Extraordinary Circumstances), an EA or EIS is not required.

**3-1.2. Actions Normally Requiring an Environmental Assessment.** The purpose of an EA is to determine whether a proposed action has the potential to significantly affect the human environment (see Paragraph 4-3 for more information on determining significance). An EA is a concise public document that briefly provides sufficient evidence and analysis for determining whether to prepare an EIS or a FONSI. An EA may facilitate the preparation of an EIS, when one is necessary.

**(12) New air traffic control procedures** (e.g., instrument approach procedures, departure procedures, en route procedures) and modifications to currently approved procedures that routinely route aircraft over noise sensitive areas at less than 3,000 feet above ground level (AGL) (unless otherwise categorically excluded under Paragraphs (procedures category) 5-6.5q and 5-6.5r).

# SoCal Metroplex EA



**Metroplex Environmental**

Optimizing the Airspace Above Our Cities

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- Documents
  - Google Earth Files
- Public Input
  - Post-NEPA Process
  - NEW** Community Outreach Media Library
- Questions and Answers
  - Community
  - Engagement — Southern California
- Contact

## SoCal METROPLEX EA

### Post-NEPA Process Community Outreach Media Library

The Federal Aviation Administration (FAA) signed a Finding of No Significant Impact (FONSI) and Record of Decision (ROD) for the Southern California Metroplex project on August 31, 2016. This is the FAA's final decision, and it enables the agency to move forward with implementing the project, which will replace dozens of existing conventional air traffic control procedures with new satellite-based procedures. The project encompasses most of Southern California and includes six major airports and 15 satellite airports. The FAA undertook the project to improve airspace safety and efficiency by allowing for more optimized and efficient routing of aircraft into and out of Southern California.

The FONSI and ROD, as well as the Final Environmental Assessment, are available here.

The FAA is hosting Internet-based webinars that allow the public to attend from any available computer during the posted briefing times to learn more about the project. Video recordings of completed webinars along with the presentations given are provided below. To open a document, please click on the links below. You may save or download each document by right clicking on the link and selecting "save as."

# SoCal Metroplex EA

## **Final Environmental Assessment for the Southern California Metroplex Project**

August 2016

Prepared by:  
**United States Department of Transportation  
Federal Aviation Administration**



**Seattle, WA**

# Guidance Overview

14 CFR 150.35(b)(3)(iii)

**Order 1050.1F**

Environmental Review

**Categorical Exclusions**

14 CFR 77.31

# CATEX Documentation

## 5-3. Categorical Exclusion Documentation.

a. **Simple Documentation.** Some of the CATEXs listed in Paragraph 5-6 cover actions for which there are no reasonable expectations of any changes in use or other changes that could cause an environmental impact. These are designated with an asterisk (\*). Many of the other CATEXs cover actions that have little or no potential for extraordinary circumstances. When using a CATEX for these actions, a LOB/SO may prepare a simple written record (which may already be included in documentation prepared during the course of normal project development) that a specific CATEX was determined to apply to a proposed action.

b. **Additional Documentation.** Some actions involve greater potential for one or more extraordinary circumstances or otherwise warrant additional CATEX documentation, as described in Paragraph d, below. Factors that may warrant the preparation of additional documentation include actions:

- (4) Involving known controversy or public opposition; or
- (5) For which litigation is anticipated.

❁ Could this procedural change generate public opposition?

❁ Could litigation result?

# Public Opposition

❁ September 24<sup>th</sup> letter to  
Senator Cantwell.

**COPY OF LETTER SENT TO SENATOR MARIA CANTWELL**

September 24, 2016

**TO:**  
Senator Maria Cantwell, Ranking Member, Aviation Operations, Safety, and Security  
Subcommittee  
511 Hart Senate Office Building  
Washington, DC 20510

Dear Senator Maria Cantwell:

The FAA at SEA-TAC airport in Seattle has altered flight paths without due process, potentially putting citizens unnecessarily at risk. I attach the pertinent information for your consideration as Ranking Member, Aviation Operations, Safety, and Security Subcommittee.

Thank you for giving your attention to this matter.

Sincerely,

Douglas Rahn  
2419 SW 150th Street  
Burien WA 98160  
ddrahn@comcast.net  
203-665-6364

**CC:** Senator John Thune, Chairman Commerce, Science, and Transportation Committee  
Senator Kelly Ayotte, Chair, Aviation Operations, Safety, and Security Subcommittee

# Guidance Overview

14 CFR 150.35(b)(3)(iii)

Order 1050.1F

Environmental Review

Categorical Exclusions

**14 CFR 77.31**

# Part 77 Determination

## **§77.31 Determinations.**

**(a) The FAA will issue a determination stating whether the proposed construction or alteration would be a hazard to air navigation, and will advise all known interested persons.**

**(b) The FAA will make determinations based on the aeronautical study findings and will identify the following:**

**(1) The effects on VFR/IFR aeronautical departure/arrival operations, air traffic procedures, minimum flight altitudes, and existing, planned, or proposed airports listed in §77.15(e) of which the FAA has received actual notice prior to issuance of a final determination.**

- ❁ Does this apply to airport construction?
- ❁ Has a “Determination” been issued?

# Remediation / Mitigation

## What Do We Expect?

- ⊗ Immediately rescind Burien Over flights IAW LOA, 26 July.
- ⊗ Discuss issues with FAA Privately, (Lowest Escalation)
- ⊗ Allow time for all to review meeting outcomes.
- ⊗ Conduct Environmental Assessment (EA)
  - ⊗ Develop Multiple Alternatives
  - ⊗ Publicize
  - ⊗ Fan Dispersal preferred
- ⊗ Publish EA and Revised Procedure

# Summary

- ❁ We believe 14 CFR 150.35 applies.
- ❁ We believe Order 1050.1F applies.
- ❁ Even if a CATEX was issued, minimum documentation should exist.
- ❁ We believe extraordinary circumstances apply.
- ❁ We would like to see documents supporting the decision to direct Q400 propeller aircraft over Burien before further comment.
- ❁ We will work toward restoring flight paths employed prior to the July 26<sup>th</sup> LOA.



Thank You For Your Time  
and Attention



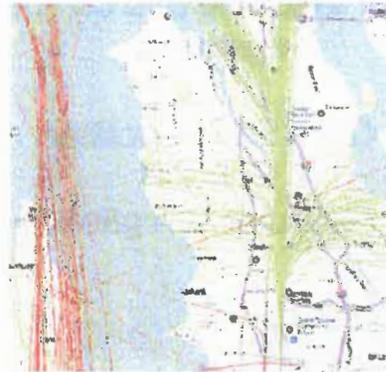
# Questions & Discussion





## What Does The Change Look Like?

The maps below depict the number and direction of west-bound take-offs on actual days. The first is prior to July 2016; the second since then.



## WHY?

Because SeaTac Airport Is Nearly At Maximum Capacity

Take-offs are spaced approximately two minutes apart for safety reasons. Sea-Tac Airport is rapidly reaching its limit of available take-off times.

## What Happened To Our Peace And Quiet?

The Federal Aviation Administration (FAA) began directing aircraft to turn immediately after take-off over the Greater Burien Area from early morning until late at night.



# Join Us!

Go to our website  
[www.QuietSkiesCoalition.net](http://www.QuietSkiesCoalition.net)  
and send us an email

## We need your help!

Contact the FAA and Port of  
Seattle to voice your objec-  
tions to the noise repeatedly.

Your **Financial Support** is  
needed too. We can't carry on  
our work or win this battle  
without funding.

Contributions of any amount  
are welcome and can be  
mailed to:

Quiet Skies Coalition  
Box 238  
Seahurst, WA 98062



[www.QuietSkiesCoalition.net](http://www.QuietSkiesCoalition.net)



## COMPUTER CHECK REGISTER

### CHECK REGISTER APPROVAL

WE, THE MEMBERS OF THE CITY COUNCIL OF BURIEN, WASHINGTON, HAVING RECEIVED DEPARTMENT CERTIFICATION THAT MERCHANDISE AND/OR SERVICES HAVE BEEN RECEIVED OR RENDERED, DO HEREBY APPROVE FOR PAYMENT ON **This 21<sup>st</sup> day of November 2016** THE FOLLOWING:

CHECK NOS. **44931-45046**

IN THE AMOUNT OF **\$323,371.74**

WITH VOIDED CHECK NOS. **0**

### PAYROLL SALARIES AND BENEFITS APPROVAL

FOR **October 16<sup>th</sup> – October 31<sup>st</sup>** PAID ON **November 4<sup>th</sup> 2016**

CHECK NOS. **6988-7001**

DIRECT DEPOSITS AND WIRE TRANSFERS IN THE AMOUNT OF: **\$451,826.69**



# Accounts Payable

## Checks for Approval



User: cathy  
 Printed: 11/16/2016 - 2:54 PM

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Amount
44931	11/21/2016	General Fund	Professional Services	ABC Legal	7.00
44931	11/21/2016	General Fund	Professional Services	ABC Legal	50.00
Check Total:					57.00
44932	11/21/2016	General Fund	Office and Operating Supplies	Ace Hardware	6.56
44932	11/21/2016	General Fund	Office and Operating Supplies	Ace Hardware	156.56
44932	11/21/2016	General Fund	Office and Operating Supplies	Ace Hardware	28.86
44932	11/21/2016	General Fund	Office and Operating Supplies	Ace Hardware	10.94
44932	11/21/2016	General Fund	Office and Operating Supplies	Ace Hardware	66.17
44932	11/21/2016	General Fund	Office and Operating Supplies	Ace Hardware	6.82
44932	11/21/2016	General Fund	Office and Operating Supplies	Ace Hardware	94.36
44932	11/21/2016	General Fund	Office and Operating Supplies	Ace Hardware	3.93
44932	11/21/2016	Street Fund	Office and Operating Supplies	Ace Hardware	35.02
44932	11/21/2016	General Fund	Office and Operating Supplies	Ace Hardware	17.51
44932	11/21/2016	Street Fund	Office and Operating Supplies	Ace Hardware	26.25
44932	11/21/2016	General Fund	Office and Operating Supplies	Ace Hardware	11.13
Check Total:					464.11
44933	11/21/2016	Surface Water Management Fund	Professional Services	Action Services Corporation	1,516.69
44933	11/21/2016	Surface Water Management Fund	Professional Services	Action Services Corporation	1,516.69
44933	11/21/2016	Surface Water Management Fund	Professional Services	Action Services Corporation	140.00
44933	11/21/2016	Surface Water Management Fund	Professional Services	Action Services Corporation	1,516.69
Check Total:					4,690.07
44934	11/21/2016	Street Fund	Office and Operating Supplies	Alpine Products Inc	206.96
Check Total:					206.96
44935	11/21/2016	General Fund	Fuel Consumed	Amerigas	242.76

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Amount	
					Check Total:	242.76
44936	11/21/2016	General Fund	Office and Operating Supplies	Aramark Uniform Services	0.20	
44936	11/21/2016	General Fund	Office and Operating Supplies	Aramark Uniform Services	21.90	
44936	11/21/2016	General Fund	Office and Operating Supplies	Aramark Uniform Services	19.27	
					Check Total:	41.37
44937	11/21/2016	General Fund	Miscellaneous	American Society Composers, Au	769.67	
					Check Total:	769.67
44938	11/21/2016	General Fund	Telephone/Internet	AT&T Mobility	28.44	
					Check Total:	28.44
44939	11/21/2016	General Fund	Medical Insurance	AWC Employee Benefit Trust	2,326.31	
44939	11/21/2016	General Fund	Medical Insurance	AWC Employee Benefit Trust	2,326.31	
					Check Total:	4,652.62
44940	11/21/2016	Street Fund	Professional Services	A Worksafe Service Inc	52.00	
44940	11/21/2016	Surface Water Management Fund	Professional Services	A Worksafe Service Inc	52.00	
					Check Total:	104.00
44941	11/21/2016	General Fund	Instructors Prof Svcs	Rickie Barnett	60.00	
					Check Total:	60.00
44942	11/21/2016	General Fund	Prof. Svcs-Instructors	Vivian D. Bowles	400.00	
					Check Total:	400.00
44943	11/21/2016	General Fund	Prof. Svcs-Instructors	Eileen Broomell	198.00	
					Check Total:	198.00
44944	11/21/2016	General Fund	Prof. Svcs-Instructors	Viola Brumbaugh	1,147.00	

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Amount
Check Total:					1,147.00
44945	11/21/2016	Surface Water Management Fund	Office and Operating Supplies	Bryant's Tractor & Mower Inc	10.89
44945	11/21/2016	Street Fund	Office and Operating Supplies	Bryant's Tractor & Mower Inc	10.90
44945	11/21/2016	General Fund	Repairs and Maintenance	Bryant's Tractor & Mower Inc	104.23
44945	11/21/2016	Surface Water Management Fund	Repairs and Maintenance	Bryant's Tractor & Mower Inc	155.32
44945	11/21/2016	Street Fund	Repairs and Maintenance	Bryant's Tractor & Mower Inc	155.32
Check Total:					436.66
44946	11/21/2016	General Fund	Office and Operating Supplies	Burien Trophy	11.22
Check Total:					11.22
44947	11/21/2016	General Fund	Animal Control Services	CARES	14,755.05
Check Total:					14,755.05
44948	11/21/2016	General Fund	Advertising/Legal Publications	ANGELA CHAUFY	425.00
44948	11/21/2016	General Fund	Miscellaneous	ANGELA CHAUFY	85.00
44948	11/21/2016	General Fund	Wellness Activities	ANGELA CHAUFY	142.34
44948	11/21/2016	General Fund	Wellness Activities	ANGELA CHAUFY	8.76
Check Total:					661.10
44949	11/21/2016	General Fund	IT Office & Operating Suppli	Complete Office LLC	243.80
44949	11/21/2016	General Fund	Office and Operating Supplies	Complete Office LLC	341.33
44949	11/21/2016	General Fund	Office and Operating Supplies	Complete Office LLC	682.65
44949	11/21/2016	Surface Water Management Fund	Office and Operating Supplies	Complete Office LLC	341.33
44949	11/21/2016	General Fund	Office and Operating Supplies	Complete Office LLC	585.13
44949	11/21/2016	General Fund	Office and Operating Supplies	Complete Office LLC	731.41
44949	11/21/2016	General Fund	Office and Operating Supplies	Complete Office LLC	303.17
44949	11/21/2016	General Fund	Office and Operating Supplies	Complete Office LLC	243.80
44949	11/21/2016	General Fund	Office and Operating Supplies	Complete Office LLC	585.13
44949	11/21/2016	General Fund	Office and Operating Supplies	Complete Office LLC	390.09
44949	11/21/2016	General Fund	Office and Operating Supplies	Complete Office LLC	97.52
44949	11/21/2016	General Fund	Office and Operating Supplies	Complete Office LLC	633.89
44949	11/21/2016	General Fund	Office and Operating Supplies	Complete Office LLC	702.93
Check Total:					5,882.18
44950	11/21/2016	General Fund	Operating Rentals and Leases	Construction Site Services	175.00

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Amount
				Check Total:	175.00
44951	11/21/2016	General Fund	Instructors Prof Svcs	Janet S. Crawley	336.00
44951	11/21/2016	General Fund	Prof. Svcs-Instructors	Janet S. Crawley	637.50
				Check Total:	973.50
44952	11/21/2016	Street Fund	Utilities - Traffic Signals	City of Seattle	7.28
				Check Total:	7.28
44953	11/21/2016	General Fund	Utilities	City Of Seattle	26.51
44953	11/21/2016	General Fund	Utilities	City Of Seattle	384.93
44953	11/21/2016	General Fund	Utilities	City Of Seattle	110.13
44953	11/21/2016	General Fund	Utilities	City Of Seattle	280.02
44953	11/21/2016	General Fund	Utilities	City Of Seattle	29.35
44953	11/21/2016	General Fund	Utilities	City Of Seattle	44.56
				Check Total:	875.50
44954	11/21/2016	Street Fund	Office and Operating Supplies	WaterCo of Pac.NW Inc	18.35
44954	11/21/2016	Surface Water Management Fund	Office and Operating Supplies	WaterCo of Pac.NW Inc	18.34
				Check Total:	36.69
44955	11/21/2016	General Fund	Federal Lobbying Services	Michael D. Doubleday	1,625.00
				Check Total:	1,625.00
44956	11/21/2016	General Fund	Instructors Prof Svcs	David Dinh	90.00
				Check Total:	90.00
44957	11/21/2016	General Fund	Instructors Prof Svcs	Double Cone LLC	60.00
				Check Total:	60.00
44958	11/21/2016	Surface Water Management Fund	Office and Operating Supplies	Dunn Lumber Co.	11.57
44958	11/21/2016	Surface Water Management Fund	Office and Operating Supplies	Dunn Lumber Co.	106.95
44958	11/21/2016	Street Fund	Office and Operating Supplies	Dunn Lumber Co.	106.96
44958	11/21/2016	Surface Water Management Fund	Office and Operating Supplies	Dunn Lumber Co.	10.14

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Amount
				Check Total:	235.62
44959	11/21/2016	General Fund	Repairs and Maintenance	Eco Elite Pest Control LLC	108.41
				Check Total:	108.41
44960	11/21/2016	General Fund	Prof. Svcs-Instructors	Joanne Factor	104.00
				Check Total:	104.00
44961	11/21/2016	General Fund	Professional Services	Fehr and Peers	7,652.67
44961	11/21/2016	General Fund	Professional Services	Fehr and Peers	225.00
				Check Total:	7,877.67
44962	11/21/2016	General Fund	Prof. Svcs-Instructors	Clay Fife	270.00
				Check Total:	270.00
44963	11/21/2016	General Fund	Instructors Prof Svcs	Pam Fredback	176.00
				Check Total:	176.00
44964	11/21/2016	General Fund	Public Defender	Ganem Law PLLC	1,750.00
				Check Total:	1,750.00
44965	11/21/2016	General Fund	Memberships and Dues	Government Finance Officers As	225.00
				Check Total:	225.00
44966	11/21/2016	General Fund	Office and Operating Supplies	GABBI GONZALEZ	48.25
				Check Total:	48.25
44967	11/21/2016	General Fund	Instructors Prof Svcs	Damian Grava	400.00
				Check Total:	400.00
44968	11/21/2016	General Fund	Parks Building Security	Guardian Security	65.00

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Amount
				Check Total:	65.00
44969	11/21/2016	General Fund	Instructors Prof Svcs	Cristina Hall	108.00
				Check Total:	108.00
44970	11/21/2016	General Fund	Instructors Prof Svcs	Victoria E. Hamilton	330.75
44970	11/21/2016	General Fund	Instructors Prof Svcs	Victoria E. Hamilton	648.00
				Check Total:	978.75
44971	11/21/2016	General Fund	Prof. Svcs-Instructors	Cristina Herrera	100.00
				Check Total:	100.00
44972	11/21/2016	General Fund	Operating Rentals and Leases	Head-quarters	130.00
				Check Total:	130.00
44973	11/21/2016	General Fund	Instructors Prof Svcs	Molly Elizabeth Hueffed	138.00
				Check Total:	138.00
44974	11/21/2016	Street Fund	Office and Operating Supplies	IBS, INC.	197.32
44974	11/21/2016	Surface Water Management Fund	Office and Operating Supplies	IBS, INC.	169.57
44974	11/21/2016	Street Fund	Office and Operating Supplies	IBS, INC.	169.57
				Check Total:	536.46
44975	11/21/2016	Street Fund	Office and Operating Supplies	ICON Materials	134.99
44975	11/21/2016	Surface Water Management Fund	Office and Operating Supplies	ICON Materials	128.25
44975	11/21/2016	Surface Water Management Fund	Office and Operating Supplies	ICON Materials	147.83
44975	11/21/2016	Surface Water Management Fund	Office and Operating Supplies	ICON Materials	142.70
44975	11/21/2016	Surface Water Management Fund	Office and Operating Supplies	ICON Materials	44.64
44975	11/21/2016	Surface Water Management Fund	Office and Operating Supplies	ICON Materials	83.11
				Check Total:	681.52
44976	11/21/2016	General Fund	Miscellaneous	Iron Mountain	82.52
44976	11/21/2016	General Fund	Miscellaneous	Iron Mountain	473.69

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Amount	
					Check Total:	556.21
44977	11/21/2016	General Fund	Miscellaneous	Ingallina's Box Lunch Inc	102.82	
					Check Total:	102.82
44978	11/21/2016	General Fund	Telephone/Internet	Integra Telecom	29.69	
44978	11/21/2016	General Fund	Telephone/Internet	Integra Telecom	89.07	
44978	11/21/2016	General Fund	Telephone/Internet	Integra Telecom	59.38	
44978	11/21/2016	General Fund	Telephone/Internet	Integra Telecom	19.79	
44978	11/21/2016	General Fund	Telephone/Internet	Integra Telecom	98.97	
44978	11/21/2016	General Fund	Telephone/Internet	Integra Telecom	29.69	
44978	11/21/2016	General Fund	Telephone/Internet	Integra Telecom	49.48	
44978	11/21/2016	General Fund	Telephone/Internet	Integra Telecom	98.97	
44978	11/21/2016	Surface Water Management Fund	Telephone	Integra Telecom	49.49	
44978	11/21/2016	General Fund	Telephone/Internet	Integra Telecom	89.07	
44978	11/21/2016	General Fund	Telephone/Internet	Integra Telecom	118.76	
44978	11/21/2016	General Fund	Telephone/Internet	Integra Telecom	257.31	
44978	11/21/2016	General Fund	Telephone/Internet	Integra Telecom	47.80	
44978	11/21/2016	General Fund	Telephone/Internet	Integra Telecom	45.13	
44978	11/21/2016	General Fund	Telephone/Internet	Integra Telecom	52.49	
44978	11/21/2016	Street Fund	Telephone	Integra Telecom	45.57	
44978	11/21/2016	Surface Water Management Fund	Telephone	Integra Telecom	45.58	
44978	11/21/2016	General Fund	Telephone/Internet	Integra Telecom	45.13	
					Check Total:	1,271.37
44979	11/21/2016	General Fund	Office and Operating Supplies	GINA KALLMAN	109.28	
					Check Total:	109.28
44980	11/21/2016	General Fund	Litigation-Consulting Services	Keating Bucklin & McCormick In	2,174.45	
					Check Total:	2,174.45
44981	11/21/2016	General Fund	Telephone/Internet	KING COUNTY FINANCE	468.00	
44981	11/21/2016	Street Fund	Traffic Signal/Control.Mainten	KING COUNTY FINANCE	9,805.23	
44981	11/21/2016	Street Fund	Traffic Signal/Control.Mainten	KING COUNTY FINANCE	811.77	
44981	11/21/2016	Street Fund	Traffic Signal/Control.Mainten	KING COUNTY FINANCE	20,957.69	
44981	11/21/2016	Street Fund	Traffic Signal/Control.Mainten	KING COUNTY FINANCE	18,497.00	
44981	11/21/2016	Street Fund	Neighborhood Traffic Control	KING COUNTY FINANCE	518.76	
44981	11/21/2016	Street Fund	Traffic Signal/Control.Mainten	KING COUNTY FINANCE	1,725.65	
44981	11/21/2016	Surface Water Management Fund	TV Inspection and Vactoring	KING COUNTY FINANCE	2,835.55	

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Amount
				Check Total:	55,619.65
44982	11/21/2016	General Fund	King Co Pet License Trust Acct	King County Pet License	15.00
				Check Total:	15.00
44983	11/21/2016	General Fund	Drug Seizure Proceeds KCSO	KC Sheriff Det. RCrenshaw	2,079.00
				Check Total:	2,079.00
44984	11/21/2016	General Fund	Instructors Prof Srvs	North American Youth Activitie	1,801.80
				Check Total:	1,801.80
44985	11/21/2016	General Fund	Public Defender	Kirshenbaum & Goss, Inc., P.S	14,000.00
44985	11/21/2016	General Fund	Public Defender Investigations	Kirshenbaum & Goss, Inc., P.S	925.00
				Check Total:	14,925.00
44986	11/21/2016	General Fund	Instructors Prof Svcs	Lauren Laughlin	288.00
				Check Total:	288.00
44987	11/21/2016	General Fund	Prof. Svcs-Instructors	Lori Leberer	120.00
				Check Total:	120.00
44988	11/21/2016	General Fund	Prof. Svcs-Instructors	Alexander Lewis	1,620.00
				Check Total:	1,620.00
44989	11/21/2016	General Fund	Prof. Svcs-Instructors	Anne Marie Littleton	630.00
				Check Total:	630.00
44990	11/21/2016	General Fund	Repairs & Maint-KC Parks Levy	Lloyd Enterprises Inc	1,078.07
44990	11/21/2016	General Fund	Repairs & Maint-KC Parks Levy	Lloyd Enterprises Inc	983.41
				Check Total:	2,061.48
44991	11/21/2016	General Fund	Prof. Svcs-Instructors	Jacob Matthew	540.00

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Amount
				Check Total:	540.00
44992	11/21/2016	General Fund	Instructors Prof Svcs	Hunter McGee	220.00
				Check Total:	220.00
44993	11/21/2016	General Fund	Building Maintenance	McKinstry Co. LLC	408.44
				Check Total:	408.44
44994	11/21/2016	Surface Water Management Fund	Office and Operating Supplies	McLendon Hardware Inc	32.54
44994	11/21/2016	Surface Water Management Fund	Office and Operating Supplies	McLendon Hardware Inc	32.54
44994	11/21/2016	Street Fund	Office and Operating Supplies	McLendon Hardware Inc	71.65
44994	11/21/2016	Surface Water Management Fund	Office and Operating Supplies	McLendon Hardware Inc	94.84
44994	11/21/2016	Street Fund	Office and Operating Supplies	McLendon Hardware Inc	94.83
44994	11/21/2016	Surface Water Management Fund	Office and Operating Supplies	McLendon Hardware Inc	27.25
44994	11/21/2016	Street Fund	Office and Operating Supplies	McLendon Hardware Inc	27.25
44994	11/21/2016	Street Fund	Fuel Consumed	McLendon Hardware Inc	14.77
44994	11/21/2016	Street Fund	Office and Operating Supplies	McLendon Hardware Inc	10.79
44994	11/21/2016	Surface Water Management Fund	Office and Operating Supplies	McLendon Hardware Inc	10.80
				Check Total:	417.26
44995	11/21/2016	General Fund	Instructors Prof Svcs	Kaitlin Stacy Melgoza	160.00
				Check Total:	160.00
44996	11/21/2016	General Fund	Office and Operating Supplies	KAITLIN MELGOZA	209.92
				Check Total:	209.92
44997	11/21/2016	Street Fund	Dt Business License Svcs	Microflex	3,812.16
44997	11/21/2016	General Fund	B&O Tax Collect and Audit	Microflex	1,927.74
44997	11/21/2016	Street Fund	Postage	Microflex	45.57
44997	11/21/2016	General Fund	Postage	Microflex	0.93
				Check Total:	5,786.40
44998	11/21/2016	General Fund	Instructors Prof Svcs	Paul Miller	450.00
				Check Total:	450.00

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Amount
44999	11/21/2016	General Fund	Instructors Prof Svcs	Shariana Mundi	924.00
				Check Total:	924.00
45000	11/21/2016	General Fund	Instructors Prof Svcs	New City Dance Company	240.00
				Check Total:	240.00
45001	11/21/2016	General Fund	Prof. Svcs-Instructors	Pamela Odegard	195.00
				Check Total:	195.00
45002	11/21/2016	Surface Water Management Fund	Repairs and Maint - Fleet	OReilly Auto Parts	9.57
45002	11/21/2016	Street Fund	Repairs and Maint - Fleet	OReilly Auto Parts	9.57
45002	11/21/2016	Street Fund	Repairs and Maint - Fleet	OReilly Auto Parts	11.48
45002	11/21/2016	Surface Water Management Fund	Repairs and Maint - Fleet	OReilly Auto Parts	11.49
				Check Total:	42.11
45003	11/21/2016	General Fund	Operating Rentals and Leases	Pacific Office Automation Inc	49.68
45003	11/21/2016	General Fund	Operating Rentals and Leases	Pacific Office Automation Inc	1,543.45
45003	11/21/2016	General Fund	Operating Rentals and Leases	Pacific Office Automation Inc	101.87
45003	11/21/2016	General Fund	Operating Rentals and Leases	Pacific Office Automation Inc	473.51
45003	11/21/2016	General Fund	Operating Rentals and Leases	Pacific Office Automation Inc	339.31
45003	11/21/2016	General Fund	Operating Rentals and Leases	Pacific Office Automation Inc	381.59
				Check Total:	2,889.41
45004	11/21/2016	Transportation CIP	Construction-Engineering	Perteet Inc	2,933.28
				Check Total:	2,933.28
45005	11/21/2016	General Fund	Miscellaneous	Petty Cash Custodian	20.89
45005	11/21/2016	General Fund	Miscellaneous	Petty Cash Custodian	12.49
45005	11/21/2016	Surface Water Management Fund	Other Travel	Petty Cash Custodian	10.00
45005	11/21/2016	General Fund	Office and Operating Supplies	Petty Cash Custodian	10.93
45005	11/21/2016	General Fund	Miscellaneous	Petty Cash Custodian	54.06
45005	11/21/2016	Transportation CIP	Project Development	Petty Cash Custodian	20.94
45005	11/21/2016	Transportation CIP	Project Development	Petty Cash Custodian	5.35
45005	11/21/2016	Transportation CIP	Design Engineering	Petty Cash Custodian	32.42
45005	11/21/2016	Surface Water Management Fund	Other Travel	Petty Cash Custodian	9.00
45005	11/21/2016	Surface Water Management Fund	Office and Operating Supplies	Petty Cash Custodian	6.57
45005	11/21/2016	General Fund	Mileage	Petty Cash Custodian	23.50

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Amount
45005	11/21/2016	General Fund	Miscellaneous	Petty Cash Custodian	15.06
45005	11/21/2016	General Fund	Miscellaneous	Petty Cash Custodian	51.35
					Check Total: 272.56
45006	11/21/2016	General Fund	Prof. Svcs-Instructors	Chiara Pfeifer	180.00
					Check Total: 180.00
45007	11/21/2016	Surface Water Management Fund	Repairs and Maint - Fleet	Pacific Industrial Supply	96.58
45007	11/21/2016	Street Fund	Repairs and Maint - Fleet	Pacific Industrial Supply	96.58
					Check Total: 193.16
45008	11/21/2016	General Fund	Printing/Binding/Copying	Print Place	467.57
					Check Total: 467.57
45009	11/21/2016	Street Fund	Utilities-Street Lighting	Puget Sound Energy	1,388.87
					Check Total: 1,388.87
45010	11/21/2016	General Fund	Professional Services	Protect Youth Sports	120.55
					Check Total: 120.55
45011	11/21/2016	General Fund	Printing/Binding/Copying	Ramlyn Engraving & Sign Co.	49.28
45011	11/21/2016	General Fund	Printing/Binding/Copying	Ramlyn Engraving & Sign Co.	49.28
					Check Total: 98.56
45012	11/21/2016	Street Fund	Business Licenses	Crown Fire Protection Inc	45.00
					Check Total: 45.00
45013	11/21/2016	Debt Service Fund	Special Assessment Receivable	Attorney's Title of Washington	1.05
					Check Total: 1.05
45014	11/21/2016	General Fund	Pet Licenses	Linnaea Franks	20.00

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Amount
				Check Total:	20.00
45015	11/21/2016	General Fund	Office and Operating Supplies	IGNACIO ROBLEDO HERNANDEZ	78.39
				Check Total:	78.39
45016	11/21/2016	General Fund	Prof. Svcs-Instructors	E. B. Rodgers	670.00
				Check Total:	670.00
45017	11/21/2016	General Fund	Small Tools & Minor Equipment	STEVE ROEMER	109.59
				Check Total:	109.59
45018	11/21/2016	General Fund	Instructors Prof Svcs	Diana Amaranta Sandys	200.00
				Check Total:	200.00
45019	11/21/2016	General Fund	Office and Operating Supplies	School Specialty Inc.	80.55
				Check Total:	80.55
45020	11/21/2016	General Fund	Instructors Prof Svcs	Deborah Schwartzkopf	360.00
				Check Total:	360.00
45021	11/21/2016	General Fund	Jail Contracts	SCORE	59,922.67
				Check Total:	59,922.67
45022	11/21/2016	General Fund	Advertising/Legal Publications	Seattle Times	150.00
45022	11/21/2016	General Fund	Advertising	Seattle Times	93.66
45022	11/21/2016	General Fund	Advertising	Seattle Times	111.50
45022	11/21/2016	General Fund	Advertising	Seattle Times	269.96
45022	11/21/2016	Transportation CIP	Project Development	Seattle Times	111.50
45022	11/21/2016	General Fund	Advertising	Seattle Times	173.94
45022	11/21/2016	General Fund	Advertising/Legal Publications	Seattle Times	133.80
45022	11/21/2016	General Fund	Advertising/Legal Publications	Seattle Times	151.64
45022	11/21/2016	General Fund	Advertising/Legal Publications	Seattle Times	123.07
				Check Total:	1,319.07

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Amount
45023	11/21/2016	General Fund	Computer Consultant Prof Svcs	SEITEL Systems, LLC	1,059.00
45023	11/21/2016	General Fund	Computer Consultant Prof Svcs	SEITEL Systems, LLC	1,624.50
Check Total:					2,683.50
45024	11/21/2016	General Fund	Small Tools & Minor Equipment	ServerSupply.com Inc	1,791.90
Check Total:					1,791.90
45025	11/21/2016	General Fund	Domestic Violence Advocate	Nancy Shattuck	1,986.00
Check Total:					1,986.00
45026	11/21/2016	General Fund	Nuisance and Abatement Costs	Sherwin-Williams Co.	36.09
Check Total:					36.09
45027	11/21/2016	Surface Water Management Fund	Repairs and Maint - Fleet	Six Robbles' Inc.	15.94
45027	11/21/2016	Street Fund	Repairs and Maint - Fleet	Six Robbles' Inc.	15.94
45027	11/21/2016	Street Fund	Repairs and Maint - Fleet	Six Robbles' Inc.	184.35
Check Total:					216.23
45028	11/21/2016	General Fund	Burien Marketing Strategy	Amanda Snyder	294.25
Check Total:					294.25
45029	11/21/2016	General Fund	Utilities	Southwest Suburban Sewer Dist.	142.33
45029	11/21/2016	General Fund	Utilities	Southwest Suburban Sewer Dist.	553.00
45029	11/21/2016	General Fund	Utilities	Southwest Suburban Sewer Dist.	63.00
45029	11/21/2016	General Fund	Utilities	Southwest Suburban Sewer Dist.	63.00
45029	11/21/2016	General Fund	Utilities	Southwest Suburban Sewer Dist.	63.00
45029	11/21/2016	General Fund	Utilities	Southwest Suburban Sewer Dist.	285.00
45029	11/21/2016	General Fund	Utilities	Southwest Suburban Sewer Dist.	205.67
45029	11/21/2016	General Fund	Utilities	Southwest Suburban Sewer Dist.	63.00
Check Total:					1,438.00
45030	11/21/2016	General Fund	Repairs & Maint-KC Parks Levy	Tank Wise	526.08
45030	11/21/2016	General Fund	Repairs and Maintenance	Tank Wise	1,032.44
Check Total:					1,558.52

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Amount
45031	11/21/2016	General Fund	Instructors Prof Svcs	John Arnold Taylor	1,116.00
				Check Total:	1,116.00
45032	11/21/2016	Transportation CIP	Construction Engineering	The Blueline Group LLC	4,128.00
				Check Total:	4,128.00
45033	11/21/2016	General Fund	Instructors Prof Svcs	Debra A Thoma	325.00
45033	11/21/2016	General Fund	Instructors Prof Svcs	Debra A Thoma	300.00
				Check Total:	625.00
45034	11/21/2016	General Fund	Teen Programs	Reginald Thomas	209.88
				Check Total:	209.88
45035	11/21/2016	General Fund	Postage	US Postal Service	3,723.65
				Check Total:	3,723.65
45036	11/21/2016	General Fund	Postage	US Postal Service	700.00
				Check Total:	700.00
45037	11/21/2016	General Fund	Telephone/Internet	Verizon Wireless	58.92
45037	11/21/2016	General Fund	Telephone/Internet	Verizon Wireless	160.64
45037	11/21/2016	General Fund	Telephone/Internet	Verizon Wireless	58.92
45037	11/21/2016	General Fund	Telephone/Internet	Verizon Wireless	40.01
45037	11/21/2016	General Fund	Telephone/Internet	Verizon Wireless	117.84
45037	11/21/2016	General Fund	Telephone/Internet	Verizon Wireless	311.36
45037	11/21/2016	General Fund	Drug Seizure Proceeds KCSO	Verizon Wireless	200.05
45037	11/21/2016	General Fund	Telephone/Internet	Verizon Wireless	80.02
45037	11/21/2016	General Fund	Telephone/Internet	Verizon Wireless	211.44
45037	11/21/2016	Street Fund	Telephone	Verizon Wireless	313.77
45037	11/21/2016	Surface Water Management Fund	Telephone	Verizon Wireless	442.57
				Check Total:	1,995.54
45038	11/21/2016	General Fund	Office and Operating Supplies	Judith A Verner	43.80
				Check Total:	43.80

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Amount
45039	11/21/2016	Transportation CIP	Construction	VSS International Inc	7,500.00
45039	11/21/2016	Transportation CIP	Retainage Payable	VSS International Inc	-375.00
					Check Total: 7,125.00
45040	11/21/2016	General Fund	Criminal Prosecution Services	Walls Law Firm	15,833.00
					Check Total: 15,833.00
45041	11/21/2016	Surface Water Management Fund	Office and Operating Supplies	Washington Workwear Stores, In	142.88
					Check Total: 142.88
45042	11/21/2016	General Fund	Repairs and Maintenance	White Center Glass&Upholstery	329.90
					Check Total: 329.90
45043	11/21/2016	General Fund	Utilities	King County Water Dist. No 20	55.98
45043	11/21/2016	General Fund	Utilities	King County Water Dist. No 20	2,090.99
45043	11/21/2016	General Fund	Utilities	King County Water Dist. No 20	61.50
45043	11/21/2016	General Fund	Utilities	King County Water Dist. No 20	938.93
45043	11/21/2016	General Fund	Utilities	King County Water Dist. No 20	86.97
45043	11/21/2016	General Fund	Utilities	King County Water Dist. No 20	47.42
45043	11/21/2016	General Fund	Utilities	King County Water Dist. No 20	41.00
45043	11/21/2016	Street Fund	Landscape Maint - Utilities	King County Water Dist. No 20	123.00
45043	11/21/2016	General Fund	Utilities	King County Water Dist. No 20	45.28
45043	11/21/2016	General Fund	Utilities	King County Water Dist. No 20	233.05
45043	11/21/2016	Street Fund	Landscape Maint - Utilities	King County Water Dist. No 20	61.50
					Check Total: 3,785.62
45044	11/21/2016	General Fund	Probatn/Public Defndr Screenng	Tammy Weigel	840.00
					Check Total: 840.00
45045	11/21/2016	Transportation CIP	Construction	WS Contractors LLC	31,574.87
45045	11/21/2016	Transportation CIP	Retainage Payable	WS Contractors LLC	-1,578.74
45045	11/21/2016	Transportation CIP	Construction	WS Contractors LLC	23,417.39
45045	11/21/2016	Transportation CIP	Retainage Payable	WS Contractors LLC	-1,170.87
					Check Total: 52,242.65
45046	11/21/2016	General Fund	State Lobbying Services	Jennifer Ziegler	3,625.00

<b>Check Number</b>	<b>Check Date</b>	<b>Fund Name</b>	<b>Account Name</b>	<b>Vendor Name</b>	<b>Amount</b>
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Check Total:	<u>3,625.00</u>
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Report Total:	<u><u>323,371.74</u></u>
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## CITY COUNCIL REGULAR MEETING MINUTES

November 7, 2016

7:00 p.m.

400 SW 152<sup>nd</sup> St., 1<sup>st</sup> Floor  
Burien, Washington 98166

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

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

### CALL TO ORDER

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, Austin Bell, Lauren Berkowitz (via telephone), Nancy Tosta and Debi Wagner.

### AGENDA CONFIRMATION

#### Direction/Action

**Motion** was made by Deputy Mayor Edgar, seconded by Councilmember Tosta, and passed unanimously to affirm the November 7, 2016, Agenda.

### PUBLIC COMMENT

Barry Fritz, 9208 15<sup>th</sup> Ave. SW, Burien  
Dick West, 11006 Roseburg Ave. S., Burien  
Chestine Edgar, 1811 SW 152<sup>nd</sup> St., Burien  
Karen Steele, 17837 1<sup>st</sup> Ave. S., Normandy Park  
Joe Salli, 601 SW 153<sup>rd</sup> St., Burien  
Larry Cripe, Quiet Skies Coalition, 14317 23<sup>rd</sup> Ave. SW, Burien  
Tanya Engeset, 1449 SW 152<sup>nd</sup> St., Burien  
Patty Jansen, 13618 6<sup>th</sup> Ave. SW, Burien  
Quinton Thompson, P.O. Box 98484, Seattle

### CORRESPONDENCE TO THE COUNCIL

- a. Email Dated October 19, 2016, from Jason Rowsell.
- b. Email Dated October 19, 2016, from C. Edgar.
- c. Email Dated October 22, 2016, from Lori Fife.
- d. Email Dated October 24, 2016, from Nancy Doolittle.
- e. Email Dated October 24, 2016, from Diane Sewell.
- f. Emails Dated October 24, 2016, from Judith Earle.

- g. Emails Dated October 24 and 25, 2016, from Dawn L. Coffinberry.
- h. Email Dated October 24, 2016, from Kent Palosaari.
- i. Letter Received October 24, 2016, from Joe Salle.
- j. Email Dated October 24, 2016, from Miranda Nogaki with Response from Councilmember Nancy Tosta.
- k. Email Dated October 25, 2016, from Chris Arneson.
- l. Email Dated October 26, 2016, from Linda Irvine.
- m. Email Dated October 26, 2016, from Michael Garcia.
- n. Email Dated October 28, 2016, from An Lieu.
- o. Emails Dated October 28, 2016, from Dick West with Response from City Attorney Lisa Marshall.
- p. Email Dated October 28, 2016, from Karen McMichael.
- q. Email Dated October 30, 2016, from Victoria Adams.
- r. Email Dated October 30, 2016, from Grace Stiller.
- s. Email Dated October 31, 2016, from Susan Goding.
- t. Email Dated October 31, 2016, from Steve W.
- u. Email Dated October 31, 2016, from Robbie Howell.
- v. Email Dated November 2, 2016, from W. Deyman with Response from Councilmember Nancy Tosta.

**Follow-up**

Staff will: place all incoming correspondence in the Council packet under "Correspondence for the Record" unless it is clearly profane or pornographic; forward correspondence to the Council when it is emailed to the Council; place Council responses to the correspondence in the Council packet under "Council Reports"; and, research how other cities handle correspondence addressed to the Council and its placement on website for discussion next year.

**CONSENT AGENDA**

- a. Approval of Check Register: Check Numbers 44788 - 44930 in the Amount of \$649,054.13 for Payment on November 7, 2016 and Payroll Salaries and Benefits Approval Check Numbers 6981 - 6987 for Direct Deposits and Wire Transfers in the Amount of \$278,560.73 for October 1 – 15, 2016 Paid on October 20, 2016.
- b. Approval of Minutes: Regular Meeting, October 17, 2016; and, Study Session, October 24, 2016.
- c. Adoption of Code Revisions to Implement Low Impact Development (LID) Requirements.

**Direction/Action**

**Motion** was made by Deputy Mayor Edgar, seconded by Councilmember Tosta, and passed unanimously to approve the November 7, 2016, Consent Agenda.

**BUSINESS AGENDA**

**Public Hearing on City's Intent to Dissolve the Transportation Benefit District (TBD).**

Mayor Krakowiak opened the public hearing at 7:51 p.m.

There being no testimony, Mayor Krakowiak closed the public hearing at 7:52 p.m.

**Discussion and Potential Action on Ordinance No. 661, Assuming the Rights, Powers, Functions, and Obligations of the City of Burien Transportation Benefit District.**

**Public Comment**

No comments were made.

**Direction/Action**

**Motion** was made by Deputy Mayor Edgar, seconded by Councilmember Tosta, and passed unanimously to adopt Ordinance No. 661, assuming the rights, powers, functions and obligations of the TBD.

**Motion to Adopt Proposed Ordinance No. 660, Approving the Final Plat of Boulevard On 120th Subdivision.**

**Public Comment**

No comments were taken.

**Follow-up**

City Attorney Lisa Marshall explained the quasi-judicial process. Each Councilmember responded that they had no personal or financial interest in the project nor have they had ex-parte contacts with proponents or opponents of the project.

**Direction/Action**

**Motion** was made by Deputy Mayor Edgar, seconded by Councilmember Armstrong, and passed unanimously to adopt Ordinance No. 660, approving the Final Plat of the Boulevard on 120<sup>th</sup> Subdivision, and authorizing the Mayor to sign the Final Plat documents.

**Discussion and Potential Action to Accept a Rose Foundation Grant and Authorize Staff to Execute Contracts for the Burien Residential Rain Garden Pilot Project.**

**Public Comment**

No comments were made.

**Direction/Action**

**Motion** was made by Deputy Mayor Edgar, seconded by Councilmember Tosta, and passed unanimously to authorize staff to execute contracts for the Burien Residential Rain Garden Pilot Project, including accepting a \$25,000 Rose Foundation Grant, expending \$25,000 in matching funds from the Surface Water Management Fund Professional Services budget, and entering into professional services contracts not to exceed \$50,000 in total.

**Public Hearing on Revenue Sources and Expenditures for the 2017-2018 Preliminary Biennial Budget.**

Mayor Krakowiak opened the public hearing at 8:10 p.m.

Ed Dacy, 2016 SW 146<sup>th</sup> St., Burien

There being no further testimony, Mayor Krakowiak closed the public hearing at 8:13 p.m.

**Staff Presentation on the 2017 Property Tax Levy.**

**Public Comment**

No comments were made.

**Follow-up**

Staff will place Ordinance No. 663, setting the 2017 Property Tax Levy on the November 21, 2016, Agenda for Council discussion and consideration.

**Presentation on Ordinance No. 664, Increasing the City's Surface Water Management Service Charges and Amending Chapter 13.10 of the Burien Municipal Code.**

**Public Comment**

No comments were made.

**Follow-up**

Staff will place Ordinance No. 664 on the November 21, 2016, Agenda for Council discussion and consideration.

**Discussion of the 2017-2018 Preliminary Biennial Budget.**

**Public Comment**

No comments were made.

**Direction/Action**

Mayor Krakowiak called a recess at 8:58 p.m. and reconvened the meeting at 9:08 p.m.

**Direction/Action**

Councilmembers reached consensus to move forward with Matrix Item No. 4 to retain two new police officer positions and No. 9 to increase Arts funding to 40 cents per capita.

**Follow-up**

Staff will add the following to the 2017-18 Budget Matrix: Item No. 11 to hire one new officer instead of two; Item No. 12 to add \$50,000 contingency each year for airport impacts; and, Item No. 13 to add \$5,000 each year for to Arts funding as a flat amount rather than per capita. Staff will place Ordinance No. 655, adopting the 2017-2018 Biennial Budget on the December 5, 2016, Agenda for further discussion and consideration.

**Continuation of Discussion on 2017-2018 Human Services Funding Recommendations.**

**Public Comment**

Charles Schaefer, 258 S. 156<sup>th</sup> St., Burien

**Direction/Action**

Councilmembers reached consensus to support staff's recommendation for allocation of Human Services funding.

**Follow-up**

Staff will add the following to the 2017-18 Budget Matrix: Item No. 14 to approve Human Services allocation for 2017 only and establish new allocation criteria for 2018; and, Item No. 15 to increase Transform Burien funding from \$10,000 to \$15,000.

**Direction/Action**

**Motion** was made by Councilmember Tosta, seconded by Councilmember Wagner, to extend the meeting to 10:30 p.m. No vote was taken.

**Direction/Action**

**Motion** was made by Councilmember Berkowitz, second by Councilmember Armstrong, to amend the motion to extend the meeting to 10:15 p.m. No vote was taken.

**Direction/Action**

**Motion** was made by Councilmember Tosta, seconded by Councilmember Wagner, to amend the amended motion to extend the meeting until the agenda item is finished but no later than 10:30 p.m. **Motion** passed 4-3. Opposed, Mayor Krakowiak, Deputy Mayor Edgar and Councilmember Berkowitz.

**Review of Council Proposed Agenda Schedule.**

The schedule was not reviewed due to time constraints.

**COUNCIL REPORTS**

No reports were given due to time constraints.

**CITY MANAGER'S REPORT**

The report was not reviewed due to time constraints.

**ADJOURNMENT**

**MOTION** was made by Deputy Mayor Edgar, seconded by Councilmember Armstrong, and passed unanimously to adjourn the meeting at 10:26 p.m.

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Lucy Krakowiak, Mayor

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Monica Lusk, City Clerk



**CITY OF BURIEN  
AGENDA BILL**

<b>Agenda Subject:</b> Motion to Name Voting Delegate to the Sound Cities Association (SCA) 2016 Annual Meeting		<b>Meeting Date:</b> November 21, 2016
<b>Department:</b> City Manager	<b>Attachments:</b>	<b>Fund Source:</b> N/A <b>Activity Cost:</b> N/A <b>Amount Budgeted:</b> N/A <b>Unencumbered Budget Authority:</b> N/A
<b>Contact:</b> Monica Lusk, City Clerk		
<b>Telephone:</b> (206) 248-5517		
<b>Adopted Work Plan Priority:</b> Yes    No <input checked="" type="checkbox"/>	<b>Work Plan Item Description:</b>	
<b>PURPOSE/REQUIRED ACTION:</b>		
<p>The purpose of this agenda item is for Council to name the City's voting delegate for the Sound Cities Association (SCA) Annual Meeting on November 30, 2016.</p>		
<b>BACKGROUND (Include prior Council action &amp; discussion):</b>		
<p>The SCA has sent a request that each suburban city notify SCA of its voting representative for the 2016 Annual Meeting. The representative will vote on the proposed 2017 budget and assessments. The SCA Board of Directors have not identified any proposed amendments to the bylaws.</p> <p>The SCA By-laws state that each city shall name a voting representative, who will vote on the proposed SCA budget and assessments for the next year. The proposed SCA budget and assessments will be forwarded to the membership advance of the SCA annual meeting on November 30, 2016.</p> <p>Cities should notify SCA of their designated representative no later than November 28, 2016, but if a city needs to change their voting representative they may do so by sending written notice to the SCA Executive Director before the meeting.</p> <p>As of this writing, Councilmember Tosta has registered for the 2016 SCA Annual Meeting.</p>		
<b>OPTIONS (Including fiscal impacts):</b>		
<ol style="list-style-type: none"> <li>1. Name a voting delegate for the 2016 SCA Annual Meeting.</li> <li>2. Do not name a voting delegate.</li> </ol>		
<b>Administrative Recommendation:</b> Name a voting delegate for the 2016 SCA Annual Meeting.		
<b>Advisory Board Recommendation:</b> N/A		
<b>Suggested Motion:</b> Move to Name Councilmember Tosta as the City's Voting Delegate for the Sound Cities Association Annual Meeting on November 30, 2016.		
Submitted by:		
<b>Administration</b> _____	<b>City Manager</b> _____	
<b>Today's Date:</b> November 17, 2016	<b>File Code:</b> R:\CC\Agenda Bill 2016\112116cm-1 scavotingdelegate.docx	



**CITY OF BURIEN  
AGENDA BILL**

<b>Agenda Subject:</b> Discussion and Action on Resolution No. 380 Affirming Support for the Graduate! Highline Initiative		<b>Meeting Date:</b> November 21, 2016
<b>Department:</b> City Manager	<b>Attachments:</b> Resolution No. 380	<b>Fund Source:</b> <b>Activity Cost:</b> <b>Amount Budgeted:</b> <b>Unencumbered Budget Authority:</b>
<b>Contact:</b> Chris Craig, Economic Development Specialist		
<b>Telephone:</b> (206) 436-5579		
<b>Adopted Work Plan Priority:</b> Yes X No	<b>Work Plan Item Description:</b> 1. Priority Council Action 4: Assess Impediments to Development and Remove or Modify if needed	
<b>PURPOSE/REQUIRED ACTION:</b> The purpose of this agenda item is to discuss and approve Resolution No. 380 affirming support for the Graduate! Highline initiative.		
<b>BACKGROUND (Include prior Council action &amp; discussion):</b>  As a community, the Highline Public Schools has set ambitious goals for students, all in service of one overarching goal: 19 out 20 students will graduate prepared to choose their future.  Highline Public Schools 2016 graduation rate is currently at 74.8 percent. Although this is a significant increase from 2014 (which was near 62.4%) progress needs to be accelerated.  Highline is fortunate to have a community that supports its schools, but acting as individuals or disconnected organizations, efforts are fragmented. Graduate! Highline believes the impact could be much greater if people came together in one collective effort supporting the students.  Graduate! Highline was inspired by the Foundation for Tacoma Students, which has successfully rallied the whole community behind a movement they call "Graduate Tacoma." The effort started in 2010 with a 55 percent graduation rate, and since then Tacoma's graduation rate has soared to over 78 percent.  The goal of Graduate! Highline is to help ignite a community-wide effort around the students. The vision is to bring together parents and educators with community, civic and philanthropic leaders to forge a movement that will push graduation rates to the 95 percent goal.		
<b>OPTIONS (Including fiscal impacts):</b> 1. Approve Resolution No. 380 affirming support for Graduate! Highline. 2. Do not approve Resolution No. 380.		
<b>Administrative Recommendation:</b> Approve Resolution No. 380		
<b>Advisory Board Recommendation:</b> None.		
<b>Suggested Motion:</b> Move to approve Resolution No. 380 affirming support for Graduate! Highline.		
Submitted by: Chris Craig		
<b>Administration</b> _____	<b>City Manager</b> _____	
<b>Today's Date:</b> November 14, 2016	<b>File Code:</b> <a href="R:\CC\Agenda Bill 2016\112116cm-1 Graduate! Highline.docx">R:\CC\Agenda Bill 2016\112116cm-1 Graduate! Highline.docx</a>	



**CITY OF BURIEN, WASHINGTON**

**RESOLUTION NO. 380**

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**A RESOLUTION OF THE CITY OF BURIEN, WASHINGTON  
AFFIRMING ITS SUPPORT FOR THE GRADUATE! HIGHLINE  
INITIATIVE**

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WHEREAS, the City Council recognizes the urgent need to increase the graduate rate in Highline Public Schools, and

WHEREAS, a goal of at least 19 out of 20 students graduating starting with the Class of 2017 was developed in collaboration with the community in recognition of our collective belief in the capability of the children of the Highline community, and

WHEREAS, Highline Public Schools' graduation rate is increasing, and must continue to increase significantly in order to meet the graduation goal, and

WHEREAS, the City Council recognizes meeting this bold goal will require the efforts of not only our schools, but the collaboration of the entire community, and

WHEREAS, a group of community leaders has galvanized around a movement bringing together parents and educators with community members, local businesses, community organizations, and civic leaders to actively support the graduation goal.

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

The City Council of the City of Burien does hereby affirm its support for the Graduate! Highline initiative and encourages all community members, organizations, businesses, educators, employees, parents and students to join the movement to ensure that at least 95 percent of Highline students graduate prepared for college, career and citizenship.

ADOPTED BY THE CITY COUNCIL OF THE CITY OF BURIEN, WASHINGTON, AT A SPECIAL MEETING THEREOF THIS 3<sup>rd</sup> DAY OF OCTOBER, 2016.

CITY OF BURIEN

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Lucy Krakowiak, Mayor

ATTEST/AUTHENTICATED:

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Monica Lusk, City Clerk

Approved as to form:

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Lisa Marshall, City Attorney

Filed with the City Clerk:  
Passed by the City Council:  
Resolution No. 380

**CITY OF BURIEN  
AGENDA BILL**

<b>Agenda Subject:</b> Discussion and Possible Motion to Approve Ordinance No. 663 Adopting the 2017 Property Tax Levy		<b>Meeting Date:</b> November 21, 2016						
<b>Department:</b> Finance	<b>Attachments:</b> <a href="#">Ordinance No. 663</a>	<b>Fund Source:</b> General						
<b>Contact:</b> Kim Krause, Finance Director		<b>Activity Cost:</b> N/A						
<b>Telephone:</b> (206) 439-3150		<b>Amount Budgeted:</b> \$71,000 <b>Unencumbered Budget Authority:</b> N/A						
<b>Adopted Initiative:</b> N/A	<b>Initiative Description:</b> N/A							
<p><b>PURPOSE/ REQUIRED ACTION:</b> The purpose of this agenda item is to discuss and potentially adopt Ordinance No. 663 setting the 2017 Property Tax Levy.</p> <p><b>BACKGROUND (Include prior Council action &amp; discussion):</b> On November 7, 2016, staff presented options for the 2017 property tax levy. By law, the annual amount of increase is limited to the lesser of 1% or the inflation metric required by state law (Implicit Price Deflator). This year the IPD is 0.953%, which results in a property tax levy increase of approximately \$71,000. A 1% property tax levy increase requires that a supermajority of the Council adopt a resolution declaring substantial need and results in approximately \$74,000, or \$3,000 additional. Because the difference between the IPD and 1% is de minimis, staff recommends using the IPD to calculate the property tax increase.</p> <p>Staff's 2017 property tax levy recommendation, including new construction and refunds, is based on the following calculation:</p> <table style="margin-left: 40px;"> <tr> <td>2017 Preliminary Assessed Valuation:</td> <td style="text-align: right;">\$5,610,914,549</td> </tr> <tr> <td>2017 Estimated Property Tax Rate</td> <td style="text-align: right;">\$1.36161 per \$1,000 AV</td> </tr> <tr> <td>2017 Estimated Property Tax Levy:</td> <td style="text-align: right;">\$7,639,854</td> </tr> </table> <p>The rounded up amount of the 2017 Property Tax Levy is \$7.9 million. The Assessor's Office will not levy more than the City is eligible to receive. The Property Tax Levy must be adopted by November 30, 2016.</p> <p><b>OPTIONS (Including fiscal impacts):</b></p> <ol style="list-style-type: none"> <li>1. Approve Ordinance No. 663, setting the 2017 Property Tax Levy.</li> <li>2. Do not approve Ordinance No. 663, setting the 2017 Property Tax Levy, in which case the levy will remain at the 2016 level of \$7,436,374. The City will not be eligible for the allowed property tax increase, nor for new construction or refunds. Staff will reduce the revenue estimate included in the budget ordinance by approximately \$203,000 and make recommendations for expenditure reductions.</li> </ol>			2017 Preliminary Assessed Valuation:	\$5,610,914,549	2017 Estimated Property Tax Rate	\$1.36161 per \$1,000 AV	2017 Estimated Property Tax Levy:	\$7,639,854
2017 Preliminary Assessed Valuation:	\$5,610,914,549							
2017 Estimated Property Tax Rate	\$1.36161 per \$1,000 AV							
2017 Estimated Property Tax Levy:	\$7,639,854							
<b>Administrative Recommendation:</b> N/A								
<b>Advisory Board Recommendation:</b> N/A								
<b>Suggested Motion:</b> Move to approve Ordinance No. 663 setting the 2017 Property Tax Levy.								
<b>Submitted by:</b> Kim Krause Administration _____ City Manager _____								
<b>Today's Date:</b> November 15, 2016	<b>File Code:</b> <a href="#">\\File\records\CC\Agenda Bill 2016\112116ad-1 Property Tax Levy.docx</a>							



**CITY OF BURIEN, WASHINGTON**  
**ORDINANCE NO. 663**

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**A ORDINANCE OF THE CITY OF BURIEN, WASHINGTON, LEVYING THE GENERAL TAXES FOR THE CITY OF BURIEN IN KING COUNTY FOR THE FISCAL YEAR COMMENCING JANUARY 1, 2017, ON ALL PROPERTY BOTH REAL AND PERSONAL, IN SAID CITY WHICH IS SUBJECT TO TAXATION FOR THE PURPOSE OF PAYING SUFFICIENT REVENUE TO CARRY ON THE SEVERAL DEPARTMENTS OF SAID CITY FOR THE ENSUING YEAR AS REQUIRED BY LAW.**

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WHEREAS, the City Council of the City of Burien has met and considered its budget for the 2017 and 2018 calendar years; and,

WHEREAS, the City Council held a final public hearing on November 7, 2016, to consider revenue sources, including a property tax increase of up to 1%, and expenditures for the 2017-2018 biennial budget; and,

WHEREAS, the City of Burien's actual levy amount from the previous year was \$7,443,017; and,

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

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

Section 1. 2017 Levy Rate. There shall be and hereby is levied on all real, personal, and utility property in the City of Burien, in King County, current taxes for the year commencing January 2017, in the amount specified below:

Regular Tax Levy of \$7,900,000

The dollar amount of the increase over the actual levy amount from the previous year shall be \$64,226 which is a percentage increase of 0.86% from the previous year. This increase is exclusive of additional revenue resulting from new construction, improvements to property, newly constructed wind turbines, any increase in the value of state assessed property, any annexations that have occurred and refunds made.

The said taxes herein provided for are levied for the purpose of payment upon the general bonded indebtedness of the City of Burien, for the construction of capital facilities and for the maintenance of the departments of the municipal government of the City of Burien for the fiscal year beginning January 1, 2017.

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

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

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

**ADOPTED BY THE CITY COUNCIL AT A REGULAR MEETING THEREOF ON THE \_\_ DAY OF NOVEMBER, 2016, AND SIGNED IN AUTHENTICATION OF ITS PASSAGE THIS \_\_ DAY OF NOVEMBER, 2016.**

CITY OF BURIEN

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Lucy Krakowiak, Mayor

ATTEST/AUTHENTICATED:

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Monica Lusk, City Clerk

Approved as to form:

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Lisa Marshall, City Attorney

Filed with the City Clerk: November \_\_, 2016  
Passed by the City Council: November \_\_, 2016  
Ordinance No. 663  
Date of Publication: November \_\_, 2016

**CITY OF BURIEN  
AGENDA BILL**

<b>Agenda Subject:</b> Discussion and Possible Motion to Adopt Ordinance No. 664, Increasing the City’s Surface Water Management Service Charges and Amending Chapter 13.10 of the Burien Municipal Code		<b>Meeting Date:</b> November 21, 2016
<b>Department:</b> Finance	<b>Attachments:</b> Ordinance No. 664	<b>Fund Source:</b> Surface Water Management <b>Activity Cost:</b> N/A <b>Amount Budgeted:</b> \$55,000 <b>Unencumbered Budget Authority:</b> N/A
<b>Contact:</b> Kim Krause, Finance Director		
<b>Telephone:</b> (206) 439-3150		
<b>Adopted Initiative:</b> N/A	<b>Initiative Description:</b> N/A	

**PURPOSE/ REQUIRED ACTION:**

The purpose of this agenda item is to discuss and potentially adopt Ordinance No. 664 increasing the surface water management fees and amending Chapter 13.10 of the Burien Municipal Code.

**BACKGROUND (Include prior Council action & discussion):**

On November 7, 2016, staff presented Ordinance No. 664 increasing the Surface Water Management Service Charges and amending Chapter 13.10 of the Burien Municipal Code. The new rates include an inflationary increase of 1.67%, which represents the change in Engineering News Record Construction Cost Index for Seattle from June 2015 to June 2016.

Rate Class	Description	% Impervious Surface	2016 Fee	2017 Fee
1	Residential	N/A	\$156.99 per residential lot	\$159.61 per residential lot
2	Very light	≤ 10%	\$156.99 per parcel	\$159.61 per parcel
3	Light	10.1 – 20%	\$392.34 per acre	\$398.89 per acre
4	Moderate	20.1- 45%	\$845.57 per acre	\$859.69 per acre
5	Moderately Heavy	45.1 – 65%	\$1,422.35 per acre	\$1,446.10 per acre
6	Heavy	65.1 – 85%	\$1,928.81 per acre	\$1,961.02 per acre
7	Very Heavy	85.1 – 100%	\$2,457.74 per acre	\$2,498.78 per acre

The discount rates will also be increased by 1.67%.

The City must take formal action and notify King County of 2017 SWM fee changes no later than December 1, 2016.

**OPTIONS (Including fiscal impacts):**

1. Approve Ordinance No. 664, increasing the surface water management fees and discount rates by 1.67 percent and amending Chapter 13.10 of the Burien Municipal Code.
2. Do not approve Ordinance No. 664, in which case the surface water management fees will remain at the 2016 level. The 2017-18 Biennial Budget and associated capital projects will be adjusted to reflect the reduction in this revenue source.

**Administrative Recommendation:** Adopt Ordinance No. 664 increasing the Surface Water Management Service Charges and amending Chapter 13.10 of the Burien Municipal Code.

**Advisory Board Recommendation:** N/A

**Suggested Motion:** Move adoption of Ordinance No. 664 increasing the Surface Water Management Service Charges and amending Chapter 13.10 of the Burien Municipal Code.

**Submitted by:** Kim Krause

Administration \_\_\_\_\_

City Manager \_\_\_\_\_

**Today’s Date:** November 9, 2016

**File Code:** [\\File\records\CC\Agenda Bill 2016\112116ad-2 SWM Rates.docx](#)



# CITY OF BURIEN, WASHINGTON

## ORDINANCE NO. 664

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### **AN ORDINANCE OF THE CITY OF BURIEN, WASHINGTON, INCREASING SURFACE WATER MANAGEMENT SERVICE CHARGES AND AMENDING CHAPTER 13.10 OF THE BURIEN MUNICIPAL CODE**

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WHEREAS, City Council policy is to increase the Surface Water Management Fees annually based on the Engineering News Record Construction Cost Index for Seattle; and

WHEREAS, the index is calculated by measuring the percent change from the most recent June index to the prior June index; and

WHEREAS, the percent change in the Construction Cost Index for June 2016 is 1.67%; and

WHEREAS, the rates below have been amended to account for the 2016 CCI of 1.67%;

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

Section 1. Section 13.10.350 of the Burien Municipal Code, Rate structure, is hereby amended to read as follows:

#### **13.10.350 Rate structure.**

(1) The service charges shall be based on the relative contribution of increased surface and surface water runoff from a given parcel to the surface and surface water management system. The percentage of impervious surfaces on the parcel, the total parcel acreage and any mitigating factors as provided in this chapter will be used to indicate the relative contribution of increased surface and surface water runoff from the parcel to the surface and surface water management system. The relative contribution of increased surface and surface water runoff from each parcel will determine that parcel's share of the service charge revenue needs. The service charge revenue needs of the program are based upon all or any part, as determined by the council, of the cost of surface and surface water management services or to pay or secure the payment of all or any portion of any issue of general obligation or revenue bonds issued for that purpose.

(2) The department shall determine the service charge for each parcel within the service area by the following methodology:

(a) Residential and very lightly developed nonresidential parcels shall receive a flat rate service charge for the reasons set forth in this chapter.

(b) Light to very heavily developed parcels shall be classified into the appropriate rate category by their percentage of impervious surface coverage. Land use codes or data collected from parcel investigations, or both, will be used to determine each parcel's percentage of impervious surface coverage.

After a parcel has been assigned to the appropriate rate category, the service charge for the parcel will be calculated by multiplying the total acreage of the parcel times the rate for that category.

(3) There are hereby imposed upon all developed properties in the service area annual service charges as follows:

**Surface Water Management Service Charges**

<b>Class</b>	<b>Impervious Surface %</b>	<b>Rate</b>
Residential	N/A	<del>\$156.99</del> <u>\$159.61</u> /parcel/year
Very Light	0 to 10%	<del>\$156.99</del> <u>\$159.61</u> /parcel/year
Light	greater than 10% to 20%	<del>\$392.34</del> <u>\$398.89</u> /acre/year
Moderate	greater than 20% to 45%	<del>\$845.57</del> <u>\$859.69</u> /acre/year
Moderately Heavy	greater than 45% to 65%	<del>\$1,422.35</del> <u>\$1,446.10</u> /acre/year
Heavy	greater than 65% to 85%	<del>\$1,928.81</del> <u>\$1,961.02</u> /acre/year
Very Heavy	greater than 85% to 100%	<del>\$2,457.74</del> <u>\$2,498.78</u> /acre/year
City Roads	N/A	Exempt
State Highways	N/A	Exempt

The minimum service charge in any class shall be ~~\$156.99~~\$159.61 per parcel per year. Mobile home parks' maximum annual service charges in any class shall be ~~\$156.99~~\$159.61 times the number of mobile home spaces.

(4) The city council will review the surface water management service charges annually to ensure the long-term fiscal viability of the program and to guarantee that debt covenants are met. The program will use equitable and efficient methods to determine service charges. [Ord. 489 § 2, 2008]

Section 2. Section 13.10.360 of the Burien Municipal Code, Rate adjustments and appeals, is hereby amended to read as follows:

**13.10.360 Rate adjustments and appeals.**

(1) Any person billed for service charges may file a request for rate adjustment with the department within three years of the date from which the bill was sent. However, filing of such a request does not extend the period for payment of the charge.

(2) Requests for rate adjustment may be granted or approved by the director only when one of the following conditions exists:

(a) The parcel is owned and is the personal residence of a person or persons determined by the county assessor as qualified for a low income senior citizen property tax exemption authorized under RCW [84.36.381](#). Parcels qualifying under this subsection (2)(a) shall be exempt from all charges imposed in this chapter;

(b) The acreage of the parcel charged is in error;

(c) The parcel is nonresidential and the actual impervious surface coverage of the parcel charged places it in a different rate category than the rate category assigned by the department;

(d) The parcel is nonresidential and the parcel meets the definition of open space in this chapter. Parcels qualifying under this subsection (2)(d) will be charged only for the area of impervious surface and at the rate which the parcel is classified under using the total parcel acreage;

(e) The parcel is served by one or more flow control or water quality treatment facilities required under this chapter, or can be demonstrated by the property owner to provide flow control or water quality treatment of surface and storm water to the standards in this chapter, and any such facility is maintained at the expense of the parcel owner to the standards required by the department. Nonresidential parcels except in the light category qualifying under this subsection shall be charged at the rate of one lower rate category than as classified by its percentage of impervious surface coverage. Nonresidential parcels in the light rate category qualifying under this subsection shall be charged at the rate of ~~\$155.92~~\$159.61 per parcel per year. Residential parcels and parcels in the very light category qualifying under this subsection shall be charged ~~\$77.96~~\$79.81 per parcel per year; or

(f) The service charge bill was otherwise not calculated in accordance with this chapter.

(3) The property owner shall have the burden of proving that the rate adjustment sought should be granted.

(4) At the director's discretion, before a rate adjustment will be granted, the property owner may be required to grant permission for city staff to inspect the property to determine if the applicable requirements in subsection (2) of this section have been met. If the property owner refuses to grant access for an inspection, the director may not grant the rate adjustment.

(5) Decisions on requests for rate adjustments shall be made by the director based on information submitted by the applicant and the results of the inspection, if applicable. The applicant shall be notified in writing of the director's decision. If an adjustment is granted which reduces the charge for the current year or two prior years, the applicant shall be refunded the amount overpaid in the current and two prior years.

(6) If the director finds that a service charge bill has been undercharged, then either an amended bill shall be issued which reflects the increase in the service charge or the undercharged amount will be added to the next year's bill. This amended bill shall be due and payable under this chapter. The director may include in the bill the amount undercharged for two previous billing years in addition to the current bill.

(7) Decisions of the director on requests for rate adjustments shall be final unless, within 20 days of the date the decision was mailed, the applicant submits in writing to the director a notice of appeal setting forth a brief statement of the grounds for appeal and requesting a hearing before the hearing examiner. The examiner's decision shall be a final decision pursuant to Chapter [2.15](#) BMC. [Ord. 489 § 2, 2008]

Section 3. 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 4. Effective Date. This Ordinance shall take effect January 1, 2017.

ADOPTED BY THE CITY COUNCIL OF THE CITY OF BURIEN, WASHINGTON, AT  
A REGULAR MEETING THEREOF THIS \_\_\_ DAY OF NOVEMBER, 2016, AND SIGNED IN  
AUTHENTICATION OF ITS PASSAGE THIS \_\_\_ DAY OF NOVEMBER, 2016.

CITY OF BURIEN

\_\_\_\_\_  
Lucy Krakowiak, Mayor

ATTEST/AUTHENTICATED:

\_\_\_\_\_  
Monica Lusk, City Clerk

Approved as to form:

\_\_\_\_\_  
Lisa Marshall, City Attorney

Filed with the City Clerk: November \_\_, 2016  
Passed by the City Council: November \_\_, 2016  
Ordinance No. 664  
Date of Publication: November \_\_, 2016



**CITY OF BURIEN  
AGENDA BILL**

<b>Agenda Subject:</b> Discussion and Action on the 2017-2018 Preliminary Biennial Budget and Financial Policies		<b>Meeting Date:</b> November 21, 2016
<b>Department:</b> Finance	<b>Attachments:</b> <a href="#">Budget Matrix</a> <a href="#">Ordinance No. 665</a> <a href="#">Financial Policies</a>	<b>Fund Source:</b> N/A
<b>Contact:</b> Kim Krause, Finance Director		<b>Activity Cost:</b> N/A
<b>Telephone:</b> (206) 439-3150		<b>Amount Budgeted:</b> N/A
<b>Adopted Initiative:</b> N/A	<b>Initiative Description:</b> N/A	
<p><b>PURPOSE/ REQUIRED ACTION:</b> The purpose of this agenda item is to discuss and potentially adopt the 2017-2018 Biennial Budget and financial policies.</p> <p><b>BACKGROUND (Include prior Council action &amp; discussion):</b> The City's 2017-2018 Preliminary Operating Budget was presented to the City Council on October 3, 2016. On October 17, 2016, the Capital Improvement Plan and Human Services and Arts &amp; Culture funding recommendations were presented. Council continued budget discussions on November 7, 2016, including a review of changes that were made to the preliminary budget and financial policies. Council also gave direction on items that were included in the budget matrix, which has been updated and is attached.</p> <p>In addition to the changes that were presented on November 7, the attached budget ordinance includes an additional \$5,000 transfer in 2017 and 2018 from the General Fund to the Art in Public Places Fund and an additional \$5,000 in expenditures in the Art and Public Places Fund for both 2017 and 2018. The salary schedules included in Ordinance No. 665 include the position changes that were presented on November 7, 2016.</p> <p>Staff did not make any changes to the financial policies after the November 7 presentation and discussion.</p>		
<p><b>OPTIONS (Including fiscal impacts):</b></p> <ol style="list-style-type: none"> <li>1. Approve Ordinance No. 665, adopting the 2017-2018 Biennial Budget and approve the financial policies.</li> <li>2. Do not approve Ordinance No. 665 adopting the 2017-2018 Biennial Budget and financial policies. Provide direction to staff for changes and place on the December 5, 2016 agenda for adoption.</li> </ol>		
<b>Administrative Recommendation:</b> Approve Ordinance No. 665 adopting the 2017-2018 Biennial Budget and approve the attached financial policies.		
<b>Advisory Board Recommendation:</b> N/A		
<b>Suggested Motion:</b> Move to approve Ordinance No. 665 adopting the 2017-2018 Biennial Budget and financial policies.		
<b>Submitted by:</b> Kim Krause Administration _____ City Manager _____		
<b>Today's Date:</b> November 9, 2016		<b>File Code</b> \\File\records\CC\Agenda Bill 2016\112116ad-3 2017-2018 Biennial Budget Discussion.docx



**2017-18 Budget Matrix**

#	Comment Date	Request/Comment	Annual Cost	Staff Response	Council Decision
1	10/3/2016	Add Social Services Director/Coordinator position	\$ 114,000	Estimated cost for Management Analyst level position	No consensus
2	10/17/2016	Eliminate 1 new or additional Police Officer and replace with Social Services Director/Coordinator	\$ (71,000)	Difference between new Sergeant position offset by COPS grant revenue and Social Services Director/Coordinator	No consensus
3	10/3/2016	Eliminate new or additional Police Officers and replace with other social service programs	\$ (345,000)	Estimated increase for two officers is \$425,000 in expenditures offset by \$80,000 in revenue	No consensus
4	10/17/2016	Retain 2 new Police Officer positions	\$ 345,000	Included in Preliminary Budget; added \$80,000 in revenue for COPS	Approved
5	10/3/2016	Add Code Enforcement Officer position	\$ 114,000	Full-time position	No consensus
6	10/3/2016	Increase funding for Transform Burien to full amount requested in Human Services application	\$ 16,000	Original request was \$26,000/staff recommendation is \$10,000	No consensus
7	10/17/2016	Remove all funding to religious organizations or fund religious organizations of multiple faiths		Need further direction to develop estimate	No consensus
8	10/17/2016	Tie Arts funding to some kind of incentive, like tourism	\$ 15,000	Preliminary budget includes \$15,000 annually	No consensus
9	10/17/2016	Increase Arts funding to 40 cents per capita	\$ 5,000	Preliminary budget is 30 cents per capita; 10 cents per capita increase = \$5,000 annually for 2017 and 2018	Approved
10	10/17/2016	Use Go Fund Me or something similar to fund Eagle Landing Stairs CIP project	\$ (150,000)	The major portion of this cost is to remove the stairs	No consensus
11	11/7/2016	Hire 1 new officer instead of 2	\$ (172,500)	Net savings includes grant revenue offset	No consensus
12	11/7/2016	Add \$50,000 contingency each year for airport impacts	\$ 100,000	Budget includes \$100,000 for noise study - recommend revising language to say airport impacts	No consensus
13	11/7/2016	Add \$5,000 each year to Arts funding as flat amount rather than per capita	\$ 5,000		No consensus
14	11/7/2016	Approve Human Services allocation for 2017 only and establish new allocation criteria for 2018		Agencies were told that they were applying for a two-year allocation	No consensus
15	11/7/2016	Increase Transform Burien funding from \$10,000 to \$15,000	\$ 5,000	Staff's recommendation was based on past history working with Transform Burien/staff accepted this application even though it was well past the deadline	No consensus
16	11/7/2016	Support staff's recommendation for allocation of Human Services funding	\$ 320,000		Approved
17					
18					
19					
20					



# CITY OF BURIEN, WASHINGTON

## ORDINANCE NO. 665

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### AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF BURIEN, WASHINGTON, ADOPTING THE 2017 – 2018 BIENNIAL BUDGET OF THE CITY OF BURIEN WITH ESTIMATED REVENUES AND APPROPRIATIONS

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WHEREAS, State law, Chapter 35A.34 RCW provides the legislative body of any code city may by ordinance elect to have a two-year fiscal biennium budget in lieu of the annual budgeted provided for in Chapter 35A.34, RCW; and

WHEREAS, Ordinance No. 485 adopted by the City of Burien on June 16, 2008 established the two-year biennium budget beginning January 1, 2009 and requires there after that a two-year biennial budget be prepared, considered and adopted under the provisions of Ordinance No. 485 and Chapter 35A.34 RCW; and

WHEREAS, an Adopted Budget for the two-year fiscal biennium 2017-2018 has been prepared and filed, public hearings have been held for the purposes of fixing the final budget, and the City Council has deliberated and has made adjustments and changes deemed necessary and proper;

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

Section 1. The 2017-2018 biennial budget for the City of Burien for the period January 1, 2017 through December 31, 2018 as determined in the 2017-2018 Preliminary Budget and as revised per Exhibit A, by the City Council, is hereby adopted.

Section 2. Summary of Revenues and Appropriations. The budget sets forth totals of estimated revenues and estimated appropriations of each separate fund, and the aggregate totals for all such funds, as summarized on Exhibit A.

Section 3. 2017 Salary Schedule. The 2017 Salary Schedule, Exhibit B, is hereby adopted.

Section 4. Copies of Budget to be filed. The City Clerk is directed to transmit a complete copy of the final budget as adopted to the Division of Municipal Corporations in the Office of State Auditor and to the Association of Washington Cities as required by RCW 35A.33.075.

Section 5. 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 6. Effective Date. This ordinance shall be published in the official newspaper of the City, and shall take effect and be in full force January 1, 2017.

ADOPTED BY THE CITY COUNCIL OF THE CITY OF BURIEN, WASHINGTON, AT A  
REGULAR MEETING THEREOF THIS \_\_\_ DAY OF \_\_\_\_\_, 2016.

CITY OF BURIEN

\_\_\_\_\_  
Lucy Krakowiak, Mayor

ATTEST/AUTHENTICATED:

\_\_\_\_\_  
Monica Lusk, City Clerk

Approved as to form:

\_\_\_\_\_  
Lisa Marshall, City Attorney

Filed with the City Clerk: \_\_\_\_\_, 2016  
Passed by the City Council: \_\_\_\_\_, 2016  
Ordinance No. 665  
Date of Publication: \_\_\_\_\_, 2016

**EXHIBIT A**

<b>2017 - 2018 REVENUE Summary - All Funds</b>				
<b>Fund Name</b>	<b>Beginning Fund Balance</b>	<b>Revenues</b>	<b>Transfers In</b>	<b>Total Resources</b>
General	\$ 13,835,165	\$ 51,820,000	\$ 160,000	\$ 65,815,165
Street	591,705	5,572,000	-	6,163,705
Surface Water Management	895,090	6,830,000	-	7,725,090
Public Works Reserve	360,200	2,932,000	-	3,292,200
Equipment Reserve	833,480	-	540,000	1,373,480
Art in Public Places	5,425	-	40,000	45,425
Capital Projects Reserve	481,595	1,537,000	-	2,018,595
Transportation Benefit District	37,185	1,390,000	-	1,427,185
Debt Service	92,220	484,000	4,680,000	5,256,220
Local Improvement District Reserve	165,000	-	-	165,000
<b>Sub-Total Governmental Funds</b>	<b>\$ 17,297,065</b>	<b>\$ 70,565,000</b>	<b>\$ 5,420,000</b>	<b>\$ 93,282,065</b>
Parks & General Government CIP	436,205	433,000	342,055	1,211,260
Transportation CIP	1,489,500	4,974,000	4,030,000	10,493,500
Surface Water Management CIP	1,941,890	-	2,350,000	4,291,890
<b>Sub-Total Capital Projects Funds</b>	<b>\$ 3,867,595</b>	<b>\$ 5,407,000</b>	<b>\$ 6,722,055</b>	<b>\$ 15,996,650</b>
<b>TOTAL RESOURCES</b>	<b>\$ 21,164,660</b>	<b>\$ 75,972,000</b>	<b>\$ 12,142,055</b>	<b>\$ 109,278,715</b>

<b>2017 - 2018 EXPENDITURE Summary - All Funds</b>				
<b>Fund Name</b>	<b>Expenditures</b>	<b>Transfers Out</b>	<b>Ending Fund Balance</b>	<b>Total Uses</b>
General	\$ 53,478,780	\$ 722,055	\$ 11,614,330	\$ 65,815,165
Street	3,817,795	2,165,000	180,910	6,163,705
Surface Water Management	4,874,915	2,570,000	280,175	7,725,090
Public Works Reserve	-	3,200,000	92,200	3,292,200
Equipment Reserve	600,000	-	773,480	1,373,480
Art in Public Places	40,000	-	5,425	45,425
Capital Projects Reserve	-	1,380,000	638,595	2,018,595
Transportation Benefit District	-	1,395,000	32,185	1,427,185
Debt Service	5,235,635	-	20,585	5,256,220
Local Improvement District Reserve	-	-	165,000	165,000
<b>Sub-Total Governmental Funds</b>	<b>\$ 68,047,125</b>	<b>\$ 11,432,055</b>	<b>\$ 13,802,885</b>	<b>\$ 93,282,065</b>
Parks & General Government CIP	1,159,058	-	52,202	1,211,260
Transportation CIP	9,543,000	-	950,500	10,493,500
Surface Water Management CIP	3,140,000	710,000	441,890	4,291,890
<b>Sub-Total Capital Projects Funds</b>	<b>\$ 13,842,058</b>	<b>\$ 710,000</b>	<b>\$ 1,444,592</b>	<b>\$ 15,996,650</b>
<b>TOTAL USES</b>	<b>\$ 81,889,183</b>	<b>\$ 12,142,055</b>	<b>\$ 15,247,477</b>	<b>\$ 109,278,715</b>

**2017 REVENUE Summary - All Funds**

**For Reference Only**

<b>Fund Name</b>	<b>Beginning Fund Balance</b>	<b>Revenues</b>	<b>Transfers In</b>	<b>Total Resources</b>
General	\$ 13,835,165	\$ 25,625,000	\$ 80,000	\$ 39,540,165
Street	591,705	2,756,000	-	3,347,705
Surface Water Management	895,090	3,365,000	-	4,260,090
Public Works Reserve	360,200	1,416,000	-	1,776,200
Equipment Reserve	833,480	-	270,000	1,103,480
Art in Public Places	5,425	-	20,000	25,425
Capital Projects Reserve	481,595	766,000	-	1,247,595
Transportation Benefit District	37,185	670,000	-	707,185
Debt Service	92,220	242,000	2,325,000	2,659,220
Local Improvement District Reserve	165,000	-	-	165,000
<b>Sub-Total Governmental Funds</b>	<b>\$ 17,297,065</b>	<b>\$ 34,840,000</b>	<b>\$ 2,695,000</b>	<b>\$ 54,832,065</b>
Parks & General Government CIP	436,205	338,000	342,055	1,116,260
Transportation CIP	1,489,500	1,153,000	2,165,000	4,807,500
Surface Water Management CIP	1,941,890	-	1,450,000	3,391,890
<b>Sub-Total Capital Projects Funds</b>	<b>\$ 3,867,595</b>	<b>\$ 1,491,000</b>	<b>\$ 3,957,055</b>	<b>\$ 9,315,650</b>
<b>TOTAL RESOURCES</b>	<b>\$ 21,164,660</b>	<b>\$ 36,331,000</b>	<b>\$ 6,652,055</b>	<b>\$ 64,147,715</b>

**2017 EXPENDITURE Summary - All Funds**

**For Reference Only**

<b>Fund Name</b>	<b>Expenditures</b>	<b>Transfers Out</b>	<b>Ending Fund Balance</b>	<b>Total Uses</b>
General	\$ 26,869,225	\$ 352,055	\$ 12,318,885	\$ 39,540,165
Street	1,906,075	1,290,000	151,630	3,347,705
Surface Water Management	2,438,820	1,560,000	261,270	4,260,090
Public Works Reserve	-	1,700,000	76,200	1,776,200
Equipment Reserve	300,000	-	803,480	1,103,480
Art in Public Places	20,000	-	5,425	25,425
Capital Projects Reserve	-	760,000	487,595	1,247,595
Transportation Benefit District	-	675,000	32,185	707,185
Debt Service	2,616,965	-	42,255	2,659,220
Local Improvement District Reserve	-	-	165,000	165,000
<b>Sub-Total Governmental Funds</b>	<b>\$ 34,151,085</b>	<b>\$ 6,337,055</b>	<b>\$ 14,343,925</b>	<b>\$ 54,832,065</b>
Parks & General Government CIP	1,059,058	-	57,202	1,116,260
Transportation CIP	3,777,000	-	1,030,500	4,807,500
Surface Water Management CIP	1,590,000	315,000	1,486,890	3,391,890
<b>Sub-Total Capital Projects Funds</b>	<b>\$ 6,426,058</b>	<b>\$ 315,000</b>	<b>\$ 2,574,592</b>	<b>\$ 9,315,650</b>
<b>TOTAL USES</b>	<b>\$ 40,577,143</b>	<b>\$ 6,652,055</b>	<b>\$ 16,918,517</b>	<b>\$ 64,147,715</b>

<b>2018 REVENUE Summary - All Funds</b>				
<b>For Reference Only</b>				
<b>Fund Name</b>	<b>Beginning Fund Balance</b>	<b>Revenues</b>	<b>Transfers In</b>	<b>Total Resources</b>
General	\$ 12,318,885	\$ 26,195,000	\$ 80,000	\$ 38,593,885
Street	151,630	2,816,000	-	2,967,630
Surface Water Management	261,270	3,465,000	-	3,726,270
Public Works Reserve	76,200	1,516,000	-	1,592,200
Equipment Reserve	803,480	-	270,000	1,073,480
Art in Public Places	5,425	-	20,000	25,425
Capital Projects Reserve	487,595	771,000	-	1,258,595
Transportation Benefit District	32,185	720,000	-	752,185
Debt Service	42,255	242,000	2,355,000	2,639,255
Local Improvement District Reserve	165,000	-	-	165,000
<b>Sub-Total Governmental Funds</b>	<b>\$ 14,343,925</b>	<b>\$ 35,725,000</b>	<b>\$ 2,725,000</b>	<b>\$ 52,793,925</b>
Parks & General Government CIP	57,202	95,000	-	152,202
Transportation CIP	1,030,500	3,821,000	1,865,000	6,716,500
Surface Water Management CIP	1,486,890	-	900,000	2,386,890
<b>Sub-Total Capital Projects Funds</b>	<b>\$ 2,574,592</b>	<b>\$ 3,916,000</b>	<b>\$ 2,765,000</b>	<b>\$ 9,255,592</b>
<b>TOTAL RESOURCES</b>	<b>\$ 16,918,517</b>	<b>\$ 39,641,000</b>	<b>\$ 5,490,000</b>	<b>\$ 62,049,517</b>

<b>2018 EXPENDITURE Summary - All Funds</b>				
<b>For Reference Only</b>				
<b>Fund Name</b>	<b>Expenditures</b>	<b>Transfers Out</b>	<b>Ending Fund Balance</b>	<b>Total Uses</b>
General	\$ 26,609,555	\$ 370,000	\$ 11,614,330	38,593,885
Street	1,911,720	875,000	180,910	2,967,630
Surface Water Management	2,436,095	1,010,000	280,175	3,726,270
Public Works Reserve	-	1,500,000	92,200	1,592,200
Equipment Reserve	300,000	-	773,480	1,073,480
Art in Public Places	20,000	-	5,425	25,425
Capital Projects Reserve	-	620,000	638,595	1,258,595
Transportation Benefit District	-	720,000	32,185	752,185
Debt Service	2,618,670	-	20,585	2,639,255
Local Improvement District Reserve	-	-	165,000	165,000
<b>Sub-Total Governmental Funds</b>	<b>\$ 33,896,040</b>	<b>\$ 5,095,000</b>	<b>\$ 13,802,885</b>	<b>\$ 52,793,925</b>
Parks & General Government CIP	100,000	-	52,202	152,202
Transportation CIP	5,766,000	-	950,500	6,716,500
Surface Water Management CIP	1,550,000	395,000	441,890	2,386,890
<b>Sub-Total Capital Projects Funds</b>	<b>\$ 7,416,000</b>	<b>\$ 395,000</b>	<b>\$ 1,444,592</b>	<b>\$ 9,255,592</b>
<b>TOTAL USES</b>	<b>\$ 41,312,040</b>	<b>\$ 5,490,000</b>	<b>\$ 15,247,477</b>	<b>\$ 62,049,517</b>

**EXHIBIT B**  
**2017 Salary Schedule**

<b>Grade</b>	<b>Title</b>	<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>5</b>
570	Accountant	5,215	5,476	5,750	6,038	6,340
490	Accounting Assistant	4,280	4,494	4,719	4,955	5,203
780	Administrative Services Manager	8,757	9,195	9,655	10,138	10,645
790	Assistant Public Works Director	8,976	9,425	9,896	10,391	10,911
730	Building Official	7,741	8,128	8,534	8,961	9,409
860	City Attorney	10,671	11,205	11,765	12,353	12,971
640	City Clerk	6,199	6,509	6,834	7,176	7,535
660	Civil Engineer - Journey Level	6,512	6,838	7,180	7,539	7,916
680	Civil Engineer II	6,843	7,185	7,544	7,921	8,317
570	Code Compliance Officer	5,215	5,476	5,750	6,038	6,340
590	Combination Building Inspector/Plans Examiner	5,479	5,753	6,041	6,343	6,660
650	Communications Officer	6,353	6,671	7,005	7,355	7,723
860	Community Development Director	10,671	11,205	11,765	12,353	12,971
560	Community Environmental Education Specialist	5,089	5,343	5,610	5,890	6,185
570	Contract Management Analyst	5,215	5,476	5,750	6,038	6,340
570	Cultural Arts Supervisor	5,215	5,476	5,750	6,038	6,340
210	Custodian	2,145	2,252	2,365	2,483	2,607
490	Department Assistant	4,280	4,494	4,719	4,955	5,203
780	Economic Development Manager	8,757	9,195	9,655	10,138	10,645
610	Economic Development Specialist	5,757	6,045	6,347	6,664	6,997
590	Electrical Inspector	5,479	5,753	6,041	6,343	6,660
570	Executive Assistant	5,215	5,476	5,750	6,038	6,340
220	Facility Attendant	2,199	2,309	2,424	2,545	2,672
860	Finance Director	10,671	11,205	11,765	12,353	12,971
740	Finance Manager	7,934	8,331	8,748	9,185	9,644
410	Front Desk Assistant	3,513	3,689	3,873	4,067	4,270
540	GIS Analyst I	4,844	5,086	5,340	5,607	5,887
520	Human Resources Technician	4,610	4,840	5,082	5,336	5,603
570	Information Services Technician	5,215	5,476	5,750	6,038	6,340
740	Information Systems Manager	7,934	8,331	8,748	9,185	9,644
560	Management Analyst	5,089	5,343	5,610	5,890	6,185
260	Management Intern	2,427	2,548	2,675	2,809	2,949
530	Paralegal	4,726	4,962	5,210	5,470	5,743
490	Park & Facility Maintenance Worker	4,280	4,494	4,719	4,955	5,203
410	Parking Compliance Officer	3,513	3,689	3,873	4,067	4,270
570	Parks & Facilities Maintenance Supervisor	5,215	5,476	5,750	6,038	6,340
640	Parks Project Manager	6,199	6,509	6,834	7,176	7,535
860	Parks, Rec, and Cultural Services Director	10,671	11,205	11,765	12,353	12,971
510	Permit Technician	4,497	4,722	4,958	5,206	5,466
590	Planner	5,479	5,753	6,041	6,343	6,660
860	Public Works Director	10,671	11,205	11,765	12,353	12,971
300	PW Maintenance Assistant	2,677	2,811	2,952	3,100	3,255
450	PW Maintenance Worker I	3,877	4,071	4,275	4,489	4,713
490	PW Maintenance Worker II	4,280	4,494	4,719	4,955	5,203
550	PW Maintenance Worker III	4,964	5,212	5,473	5,747	6,034
550	Recreation Coordinator	4,964	5,212	5,473	5,747	6,034
130	Recreation Leader I	1,760	1,848	1,940	2,037	2,139
190	Recreation Leader II	2,041	2,143	2,250	2,363	2,481
260	Recreation Leader III	2,427	2,548	2,675	2,809	2,949
680	Recreation Manager	6,843	7,185	7,544	7,921	8,317
570	Recreation Supervisor	5,215	5,476	5,750	6,038	6,340
560	Right of Way Inspector	5,089	5,343	5,610	5,890	6,185
640	Senior Financial Analyst	6,199	6,509	6,834	7,176	7,535
640	Senior Planner	6,199	6,509	6,834	7,176	7,535
560	Stormwater Inspector	5,089	5,343	5,610	5,890	6,185
670	Street & Stormwater Maintenance Manager	6,676	7,010	7,360	7,728	8,114
450	Teen Programmer	3,877	4,071	4,275	4,489	4,713

## **CITY OF BURIEN FINANCIAL POLICIES**

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

### **A. City Funds**

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

#### OPERATING FUNDS

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

#### RESERVE FUNDS

1. The *Equipment Replacement Reserve Fund* provides monies for the orderly replacement of City assets with a value over \$5,000 and with an estimated service life of three or more years. All monies come from the City's Operating Funds (General, Street, and Surface Water Management).
2. The *Public Works Reserve Fund* is utilized for debt service or to accumulate monies for future Capital Improvement Program projects. Funding sources include the Real Estate Excise Tax (REET), Park Mitigation Fees, and transfers from the General Fund.

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

#### DEBT SERVICE FUND

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

#### CAPITAL IMPROVEMENT PROGRAM FUNDS

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

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

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

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

Reserve Funds along with the biennial process to develop, review, and adopt the City's Operating and Capital Budgets.

4. The City's Operating and Capital Budgets will implement City Council adopted goals and policies, long-range plans, and service choices for the community. To the extent financially feasible, the City Manager shall develop a proposed budget that implements the adopted Strategic Plan. The City Council shall use the adopted Strategic Plan and other applicable policies and plans to inform and guide their review and adoption of the biennial budget.
5. The City will use "prudent revenue and expenditure assumptions" in the development of the six-year Financial Forecasts, and Operating and Capital Budgets. Revenue and expenditure estimates shall be conservative to generally produce variances from budget estimates in the 3% to 5% range for overall fund revenues and 3% to 5% range for overall fund expenditures.
6. One-time resources shall be identified and shall be used to support one-time expenditures. Ongoing expenditure programs shall only be supported by ongoing resources.
7. Where estimated expenditures and fund balances exceed estimated resources for any Financial Forecast, potential options to bring the six-year Financial Forecasts into balance shall be included as an integral part of the Budget process.
8. To address anticipated the budget implications associated with the loss of the Annexation Sales Tax Credit revenue in the 2019-2020 biennial budget, the city should consider the following options:
  - A. Take steps to limit annual expenditure increases for contract services to the lesser of 2% per year or the annual inflation index listed in Policy J.4.
  - B. Direct 100% of the Property Tax revenue to the General Fund (instead of 90%).
  - C. Adopt a new revenue source.

### **C. Fund Balance and Reserve Levels**

Budgeted fund balances shall be established at a minimum of ~~17.5~~20% of budgeted recurring revenue for the General Fund and 5% of budgeted recurring revenues for the Street and Surface Water Management Funds. ~~The City's General Fund Reserve shall be increased to 20% with the adoption of the 2017-18 biennial budget.~~ The City hereby establishes and will maintain reservations of Fund Balance, as defined in accordance with Governmental Accounting and Financial Standards Board Statement No. 54, *Fund Balance Reporting and Governmental Fund Type Definitions*. This policy shall only apply to the City's governmental funds. Fund Balance shall be composed of the following five categories:

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

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

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

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

[With the adoption of the 2015-16 Biennial Budget, Council approved the establishment of a The General Fund includes a \\$2 million dollar Capital Partnership Reserve. With the adoption of the 2017-18 Biennial Budget, the reserve is increased by \\$1 million for a total of \\$3 million.](#) This reserve is in the General Fund and will be leveraged to partner with other agencies on shared capital facilities. [Also with the adoption of the 2017-18 Biennial Budget, \\$1 million is set aside to establish a Capital Equipment Reserve to purchase furnishing and/or equipment for new City facilities.](#) The funds are available for appropriation if the first criteria is met and one or more of the following criteria is also met.

1. Partnership with a public or private entity.
2. The project or the need is identified in an adopted plan or the adopted budget.

3. The estimated cost of the project is a minimum of \$1 million and Burien's share is at least \$500,000.
4. The project can be accomplished better and/or faster with a partnership.

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

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

1. Not less than 1.25% of annual General Fund expenditures will be for Human Services programs.
2. A minimum of 40% and a maximum of 50% of Business and Occupation Tax Revenues are dedicated to expanded Economic Development programs and activities.

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

1. The City will maintain an accounting and financial reporting system that fully meets professional standards, state accounting requirements, and standards used by debt rating agencies.
2. Financial procedures shall be developed to assure appropriate controls are in place to protect City assets and to provide for the development of timely financial reporting.
3. Procurement policies and procedures shall be developed and periodically updated as needed to meet legal requirements and assure effective and competitive purchasing practices.
4. The City will strive to maintain at least an "A1" bond rating from Moody's Investor Services.
5. The Finance Director shall provide to the City Council not less than quarterly a Financial Status Report for all City Funds. This Report will include comparisons of actual revenue and expenditure performance to the respective Budget estimates. Where revenue collections are, or are anticipated to be significantly less than Budget estimates, and/or, where expenditures are, or are anticipated to be significantly greater than Budget estimates, the Finance Director shall include recommendations for possible adjustments or actions.
6. In accordance with state law, the City Manager is authorized to transfer budgeted amounts within any fund; however, any revisions that alter the total expenditure authority (appropriation) of a fund, that increase the total number of authorized employee positions, or that increase any salary range within the pay classification system in the budget by more than 5% must be approved by the City Council.

7. City checks for the payment of claims may be issued prior to the City Council's review and approval of such claims, provided that the City Manager and/or Finance Director have put in place the provisions of RCW 42.24.180 which include the following:
  - a. The Auditing Officer and individuals designated to sign checks shall have in place an official bond for the faithful discharge of his or her duties in an amount equal to or exceeding \$50,000;
  - b. The City ~~Manager Council~~ shall adopt contracting, hiring, purchasing and disbursing policies that implement effective internal controls;
  - c. The City Council shall provide for its review of the documentation supporting claims paid and for City Council approval of all checks issued for payment of claims at a Council meeting within one month of issuance of the checks; and
  - d. The City Council shall require that if, upon its review, it disapproves some claims, the Finance Director and individuals designated to sign checks shall jointly establish the disapproved claims as receivables of the City and pursue collection diligently until the amounts disapproved are collected or until the City Council is satisfied and approves the claims.

## **F. Revenue Policies**

1. To minimize the impact of cyclical economic downturns on General Fund revenues and services, the City will attempt to diversify its economic base.
2. Where the City has authority to establish and change fees and charges, all such fees and charges (except for the Surface Water Management fee) shall be adjusted annually for inflation, based on the change in the Seattle-Tacoma-Bremerton Consumer Price Index - All Urban Consumers for all items for the twelve month period ending June 30, or other applicable index or measure. The Surface Water Management fee shall be adjusted annually for inflation based on the change in the Engineering News Record Construction Cost Index (CCI) for Seattle. This index shall be measured by the percent change between the most recent June index as compared to the prior June index.
3. The City will establish cost recovery policies for fee supported services which consider the relative public/private benefits received from the services being provided and/or the desirability of providing access to services for specialized populations. These policies will determine the percentage of full service costs to be recovered through fees. The level of cost recovery may be adjusted to ensure that rates are current, equitable, and competitive and cover that percentage of the total cost deemed appropriate. Staff shall submit periodic financial reports to the Council on the progress in meeting the policies.

4. Grant revenue will be included in the City's Financial Forecasts and Budgets when it is probable the City will receive the grant award.
5. Property taxes levied for general government operations will be at least 1% more than levied in the prior year plus the amount received as a result of new construction. Effective with the 2012 Property Tax Levy, 90% of the Property Taxes will be allocated to the General Fund and 10% will be allocated to the Capital Projects Reserve Fund. (Note, see Section B.8. above)

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

1. The City will plan for capital improvements over a multi-year period. The Capital Improvement Program will directly relate to the City's long-range plans and policies. When capital improvements are being planned, maintenance & operating costs will be estimated and identified within the City's Financial Forecasts. When the capital projects are complete, monies will be included in the City's Operating Budget to provide for maintenance and operating costs.
2. To plan for replacement of the City's physical assets, the City shall maintain a current inventory of all of the City assets, their condition, and estimated replacement costs. The City shall maintain an Equipment Replacement Reserve Fund consisting of cash reserves set aside each year to provide for the timely and orderly replacement of assets. The Equipment Replacement Reserve Fund shall be included in the update of the City's Financial Forecasts.
3. The City will maintain an "Art in Public Places Fund" for the purpose of providing funds for art in capital improvement projects funded wholly or in part by the City of Burien for construction or remodeling of government owned public buildings, transit centers and parks.
4. A capital project is defined as a project of a nonrecurring nature with a cost of \$25,000 or more and estimated service life of at least 10 years including major renovations of existing facilities. Routine maintenance of existing facilities, however, should not be included in capital requests.
5. The Adopted Capital Facilities Element of the Burien Comprehensive Plan provides guidance regarding the development of the City's Capital Improvement Program.
6. For each Fund included in the Capital Improvement Program (Parks and General Government, Transportation, and Surface Water Management), funding sources will be identified so that it will be clear what local funds, grant funds, and other revenue sources are supporting each program.

7. The City will use Community Development Block Grant capital funds for eligible capital projects that are included in the City's adopted Capital Improvement Program. The funds will only be spent on eligible projects that benefit low and moderate income individuals as defined in the Community Development Block Grant regulations.

7-8. To help improve competitiveness for capital project construction grants and loans, the City should identify and budget resources for project design and matching funds. Potential sources may include water and sewer district franchise fees or utility taxes, and new or updated impact fees for streets and parks to be imposed on new development.

## H. Debt Policies

1. When evaluating the use of councilmanic debt and the associated debt service obligations, a financial feasibility analysis will be performed including the City's ability to make debt service payments, taking into account revenue fluctuations associated with periodic economic cycles.
2. Voted and councilmanic debt will be used prudently in a manner to avoid any adverse impact on the City's credit rating.
3. The City will establish appropriate procedures to assure compliance with its bond covenants and all other applicable federal, state, and local laws, policies or regulations.
4. Debt may be used on a limited basis for specific short-term cash flow needs. Debt will not be used to fund long-term revenue shortages. For major capital projects with long-term useful lives (normally 20 years or more) and where costs exceed short-term cash flows, debt may be used provided there is sufficient discretionary revenue within the Financial Forecasts Plan to service the debt without disrupting the City's existing service delivery programs.

## I. Investment Policies

1. The City will follow state law and the following criteria in priority order when investing City monies:
  - a. Preserve capital through prudent financial investments;
  - b. Maintain sufficient liquidity so that monies are available when needed; ~~and~~
  - ~~b-c.~~ Achieve the best available rate of return.
  - d. Manage the investment yields of bond proceeds to avoid the potential for payment of rebates;

[e. Ensure that investment instruments acquired with bond proceeds are purchased at fair market value; and](#)

2. The City will provide the appropriate accounting and reporting for any private donations or monies held in trust by the City.

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

1. The City Manager will periodically review the City's organizational structure to assure that it is responsive to current conditions; and to eliminate service duplication within the organization and with other local government jurisdictions. Periodic performance audits may be used to assess organizational costs and effectiveness. Periodic budget reviews shall be made to examine departmental and/or program line-item costs. The City Manager has the authority to revise the organizational structure to improve performance and address opportunities, within the adopted budget.
2. The City Manager will periodically evaluate the City's administrative and direct service delivery systems to determine whether a service should be provided by the City, by agreement with a qualified and competitively priced private or public contractor, or eliminated due to changes in community needs and expectations.
3. The City Council will adopt, through the biennial Budget, service levels, a work program, and performance standards that reflect City revenues, community expectations and legal requirements. The City is committed to examining how it provides services so that service levels and performance standards are met or exceeded at the least cost to the public.
4. The City's compensation structure (salaries and benefits) will be reviewed at least every three years. The City's compensation structure shall be competitive with that of comparable public sector employers in the relevant recruiting or market area; however, no adjustments shall be made if it is determined the City does not have the ability to pay. The criteria for reviewing employee salaries and benefits will also include internal comparability for similar jobs. If relevant private sector comparisons are available, they will be considered. Annual cost of living adjustments will be based on 100% of the change in the Seattle-Tacoma-Bremerton Urban Wage Earners and Clerical Workers Consumer Price Index for all items the twelve-month period ending June 30, or other applicable index or measure, rounded to the nearest one-tenth percent.
5. The City will, within available resources, maintain the productivity of staff through a supportive working environment, which includes appropriate equipment, supplies, materials, and professional staff development.

6. The City will evaluate its use of intergovernmental service contracts to prevent duplication of services and to assure an effective and efficient service delivery system to the community.

~~6.7.~~ The City adopts biennial budgets at the start of every odd-numbered year. The biennial budget provides a two-year expenditure appropriation with side-by-side one-year budget displays. To avoid overspending the two-year appropriation too quickly, departments are held to single-year budgets and are generally not able to commit funds from the second year of the biennium before it begins. The City Manager may approve the carryover of unspent funds from the first year to the second year if it is determined that a program and/or project was not complete at the end of the year and funds are available.

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

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

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

#### **L. Debt Collection**

1. The Finance Director shall establish and maintain policies and procedures relating to the collection of debt.
2. The Finance Director shall establish policies and procedures governing the assignment or other referral of delinquent accounts or debt to a collection agency that has entered into a contract with the City for that purpose.
3. In certain cases, amounts which are due any City department, from an individual or a corporate debtor may remain unpaid for long periods of time. After the Finance Director and the City Manager have determined that there is no cost

effective means of collecting the debt, the debt may be cancelled, written off, or reduced.

4. Amounts due to the City which are \$1,000 or less, after reasonable efforts for collection and or settlement have been made, may be written off upon approval of the City Attorney and the Finance Director. Any debts that are approved for discharge shall be reported as part of the quarterly financial reports.
5. Amounts due to the City between \$1,001 and \$5,000 due to the City, after reasonable efforts for collection and or settlement have been made, may be written off by the City Manager upon the recommendation of the City Attorney and the Finance Director. Any debts that are approved for discharge shall be reported as part of the quarterly financial reports.
6. Amounts due to the City greater than \$5,000, after reasonable efforts for collection and or settlement have been made, will be presented to the City Council for approval to be written off.



**CITY OF BURIEN  
AGENDA BILL**

<b>Agenda Subject:</b> Presentation and Discussion on the 2016 Comprehensive Plan Amendments.	<b>Meeting Date:</b> November 21, 2016
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<b>Department:</b> Community Development	<b>Attachments:</b> 1) Ordinance No. 662, 2016 Comprehensive Plan Text and Map Amendments 2) Planning Commission Recommendation Memo regarding text amendments with attachments 3) Planning Commission Recommendation Memo regarding Comprehensive Plan Map amendment request with attachments 4) Planning Commission Meeting Minutes	<b>Fund Source:</b> N/A <b>Activity Cost:</b> N/A <b>Amount Budgeted:</b> N/A
<b>Contact:</b> David Johanson, AICP, Senior Planner		
<b>Telephone:</b> (206) 248-5501		

<b>Adopted Work Plan Priority:</b> Yes <u>X</u> No ___.	<b>Work Plan Item Description:</b> Processing and adoption of annual comprehensive plan text and map amendments.
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**PURPOSE/REQUIRED ACTION:** The purpose of this agenda item is to provide an introduction to the proposed 2016 Comprehensive Plan amendments. The Council may ask questions, request more information or comment on the information attached. Staff recommends the Council take action on December 5, 2016.

**BACKGROUND (Include prior Council action & discussion):**

On April 18, 2016 the City Council passed resolution No. 370 establishing the 2016 Comprehensive Plan Amendment Docket and Work Program.

An introduction to the Planning Commission regarding the proposed Comprehensive Plan text amendments and Comprehensive Plan Map amendment request occurred on October 14, 2016. Public hearings on all of the proposed amendments was conducted on October 26, 2016 followed by the Planning Commission making unanimous recommendations to the City Council at that same meeting on October 26, 2016.

The staff memos to the Planning Commission outlining the proposed text amendments and map amendment request are attached (see Attachments 2 & 3). The first memo provides explanations for each of the proposed Comprehensive Plan text amendments. The second memo provides supporting information for the one Comprehensive Plan map amendment request. The map amendment recommendation report can be found as an attachment to proposed Ordinance No. 662 as exhibit D (see Attachment 1). To provide the City Council with more background and summaries of the public hearings, the Planning Commission meeting minutes are attached (see Attachment 4).

The map amendment request is being split into two separate processes. The first step will be to consider the Comprehensive Plan map amendment request, which is a legislative action. If the result of the Comprehensive Plan process is a change in the land use designation then second the step in the process will commence. This will be the consideration of a rezone and it will occur in early 2017. The City Council is the final decision maker on rezone requests.

An ordinance (Ord. 662) is attached for Council consideration at a future meeting. It contains and is consistent with the unanimous recommendations of the Burien Planning Commission.

**FUTURE ACTIONS**

- December 5, 2016 - Discussion and possible action on Ordinance No. 662.
- December 19, 2016 - If needed, action may occur on Ordinance No. 662.

**OPTIONS (Including fiscal impacts):** N/A

**Administrative Recommendation:** Receive the staff presentation and discuss proposed amendments in preparation for consideration of Ordinance No. 622 on December 5, 2016.

**Advisory Board Recommendation:** The Planning Commission unanimously recommended approval of the text amendments and the Morton Comprehensive Plan Map amendment request.

**Suggested Motion:** None required.

Submitted by: David Johanson, AICP, Senior Planner

Administration 

City Manager 

**Today's Date:** November 15, 2016

**File Code:** R:\CC\Agenda Bill 2016\112116cd-1  
CompPlanAmend 2016.docx

**CITY OF BURIEN, WASHINGTON**

**ORDINANCE NO. 662**

**DRAFT**

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**AN ORDINANCE OF THE CITY OF BURIEN,  
WASHINGTON, RELATING TO 2016 COMPREHENSIVE  
PLAN TEXT AND MAP AMENDMENTS, ADOPTING  
FINDINGS, PROVIDING FOR SEVERABILITY, AND  
ESTABLISHING AN EFFECTIVE DATE.**

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WHEREAS, the City Council adopted the Comprehensive Plan of the City of Burien on November 17, 1997, pursuant to RCW Chapter 35A.63 and as required by the Growth Management Act ("GMA") of 1990, as amended; and

WHEREAS, the City Council adopted Resolution No. 370 on April 18, 2016, which established the docket of possible Comprehensive Plan amendments to be considered as part of the City's annual amendment package; and

WHEREAS, public notice was provided and the City of Burien Planning Commission held two public hearings on October 26, 2016 pertaining to proposed comprehensive plan text, figure and a map amendment; and

WHEREAS, the City Council has received recommendations from the Planning Commission regarding the proposed amendments as attached hereto as Exhibit B; and

WHEREAS, the City Council held public meetings on November 21, 2016 and December 5, 2016 to discuss the proposed amendments; and

WHEREAS, the City of Burien has complied with the requirements of the State Environmental Policy Act and the City Environmental Procedures Code; and

WHEREAS, the City of Burien provided the proposed comprehensive plan amendments to the Washington State Department of Commerce on September 28, 2016 and did not receive comments; and

WHEREAS, based on careful consideration of the facts and law, including without limitation, the King County Countywide Planning Polices, public testimony and the records and files on file with the office of the City Clerk including the following:

- Planning Commission meeting minutes of March 9, 2016, October 12, 2016 and October 28, 2016;



- Findings and Recommendations as recommended by the Planning Commission (attached Exhibits B & D)
  - Exhibit B - Comprehensive Plan Amendments includes text, figures and maps
  - Exhibit D - File No. PLA 16-0451, Morton Comprehensive Plan map amendment;
- City Council findings (attached Exhibit D)

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

Section 1. Findings. The City Council finds that approval of amendments to the Comprehensive Plan text attached hereto as Exhibit A and amendments to the Comprehensive Plan and Zoning Maps attached hereto as Exhibit C comply with the requirements of the Washington State Growth Management Act and the City of Burien Zoning Code;

Section 2. Amendments to the Comprehensive Plan Text. The City Council hereby adopts the amendments to the Burien Comprehensive Plan Text, attached as Exhibit A, and further adopts the findings in support of said amendments, attached as Exhibit B, which Exhibits A and B are incorporated by this reference as if fully set forth herein

Section 3. Amendments to the Comprehensive Plan. The City Council hereby adopts the amendments to the Burien Comprehensive Plan Map, attached as Exhibit C, and further adopts the findings in support of said amendments, attached as Exhibit D, which Exhibits C and D are incorporated by this reference as if fully set forth herein.

Section 4. Severability. Should any section, subsection, 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 5. Effective Date. This ordinance, or a summary thereof, shall be published in the official newspaper of the City, and shall take effect and be in full force five (5) days after the date of publication.

**ADOPTED BY THE CITY COUNCIL AT A REGULAR MEETING THEREOF ON THE \_\_\_\_\_ DAY OF \_\_\_\_\_, 2016, AND SIGNED IN AUTHENTICATION OF ITS PASSAGE THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 2016.**



CITY OF BURIEN

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Lucy Krakowiak, Mayor

ATTEST/AUTHENTICATED:

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Monica Lusk, City Clerk

Approved as to form:

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Lisa Marshal, City Attorney

Filed with the City Clerk:  
Passed by the City Council:  
Ordinance No.: 662  
Date of Publication:



# Ordinance 662

## Exhibit A

**Pol. CF 8.0** The Highline School District's capital facilities plan, as amended yearly, is adopted by reference as Appendix 6.3 of this Comprehensive Plan for the purpose of providing a policy basis for collection of school impact fees.

The following figure and document are attached.

**Figure TR 2.5 - Primary Truck Routes**

**Appendix 6.3 – Highline School District No. 401, Capital Facilities Plan 2016-2021, adopted June 22, 2016**





**Figure 2-TR2.5 - Primary Truck Routes**

**December 2016**



**BURIEN COMPREHENSIVE PLAN  
APPENDIX 6.3  
HIGHLINE SCHOOL DISTRICT NO. 401**

**CAPITAL FACILITIES PLAN**

**2016-2021**

**May 27, 2016**



**Adopted: June 22, 2016**

# **HIGHLINE SCHOOL DISTRICT NO. 401**

## **CAPITAL FACILITIES PLAN**

**2016-2021**



### ***BOARD OF DIRECTORS***

Michael D. Spear, President  
Bernie Dorsey, Vice President  
Angelica Alvarez  
Tyrone Curry, Sr.  
Joe Van

### ***SUPERINTENDENT***

Dr. Susan Enfield

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**For information regarding the Highline School District's 2016-2021 Capital Facilities Plan, contact G. Scott Hodgins, Executive Director, Capital Planning and Construction, Highline School District No. 401, 17810 8<sup>th</sup> Avenue South, Building A, Burien, Washington 98148. Telephone: (206) 631-7500**

## **SECTION ONE: INTRODUCTION**

### ***Purpose of the Capital Facilities Plan***

This Six-Year Capital Facilities Plan has been prepared by the Highline School District (the "District") as the District's primary facility planning document, in compliance with the requirements of Washington's Growth Management Act (the "GMA") and King County Council Code Title 21A. The Plan was prepared using data available in May 2016. The GMA outlines 13 broad goals including adequate provision of necessary public facilities and services. Schools are among these necessary facilities and services. School districts have adopted capital facilities plans to satisfy the requirements of RCW 36.70A.070 and to identify additional school facilities necessary to meet the educational needs of the growing student populations anticipated in their districts.

The Highline School District (the "District") has prepared this Capital Facilities Plan (the "CFP") to provide King County (the "County") and the cities of Burien, Des Moines, Kent, Normandy Park, SeaTac, and Seattle with a schedule and financing program for capital improvements over the next six years (2016-2021).

This Plan will be updated annually with any changes to the impact fee schedule adjusted accordingly.

### ***Executive Summary***

After a period of low enrollment growth, the District has experienced steady and significant enrollment increases since 2010. The District currently serves an approximate student population of 19,058 (October 1, 2015 enrollment) with 18 elementary schools (grades K-6), five middle level schools (grades 7-8), and five high schools (grades 9-12). In addition, the District has alternative programs: Big Picture (MS and HS) at the Manhattan site; CHOICE Academy (MS and HS) at the Woodside site; New Start at the Salmon Creek Site; and Puget Sound Skills Center ("PSSC").

Over the last 14 years the District has embarked on a major capital improvement effort to enhance its facilities to meet current educational and life-safety standards. Since 2002 the District has passed two major capital bonds: one in 2002 for approximately \$189,000,000 and one in 2006 for approximately \$148,000,000. The schools which were built for replacement of existing facilities and not to accommodate increased enrollment.

With the approved capital bond funds and reimbursements from the Office of the Superintendent of Public Instruction, the State of Washington, the Port of Seattle, the Federal Aviation Administration and private donations for a new Raisbeck Aviation High School the District has designed, permitted and constructed 13 new elementary schools, 1 new high school, renovated 3 schools as interim facilities, and renovated portions of Memorial Field and Camp Waskowitz. All of this work has been done since March 2002.

**The District proposed in November 2014 and February 2015, but did not receive the 60 percent voter approval required for passage, of a bond measure to fund capacity and infrastructure needs. In response to the District's failure to successfully pass a capital bond, the District formed a Capital Facilities Advisory Committee ("CFAC") to develop recommendations for long term capital facilities, including a scope for future bond measures.**

**As the District looks ahead it recognizes that anticipated enrollment growth, some of which will be caused by new development, and implementation of recent legislation will require the District to either add new facilities, add additions to existing facilities, renovate existing facilities, or add portables to existing facilities.**

**This CFP identifies the current enrollment, the current capacity of each educational facility, the projected enrollment over the six-year planning period and how the District plans to accommodate this growth. It also includes a schedule of impact fees that should be charged to new development.**

**Based on current projections, the District needs to add capacity at the elementary and middle school levels to accommodate projected enrollment and implementation of recent legislation. To address these needs, the District plans to replace Des Moines Elementary School to increase its student capacity, add classrooms at existing elementary schools, and build one new middle school. In addition, new modular or portables may need to be added at individual elementary schools and middle schools to accommodate future enrollment. At this time it has been assumed that additional land will not be needed to accommodate the new schools; however, land will be necessary in the future to support the District's long range facilities plan and its Educational Strategic Plan.**

**The District's current planning as stated in this Capital Facilities Plan is subject to the Board's adoption of the Capital Facilities Advisory Committee's final recommendations (scheduled for July 2016). Future updates to this Capital Facilities Plan will provide final adoption information and any other relevant information.**

**SECTION 2 – STANDARD OF SERVICE**

King County Code 21A.06 refers to a “Standard of Service” that each school district must establish in order to ascertain its overall capacity. School facility and student capacity needs are dictated by the types and amounts of space required to accommodate the District’s adopted educational program. The educational program standards which typically drive facility space needs include grade configuration, optimum facility size, class size, educational program offerings, classroom utilization and scheduling requirements, and use of relocatable classrooms (portables).

District educational program standards may change in the future as a result of changes in the program year, special programs class sizes, grade span configurations, and use of new technology, as well as other physical aspects of the school facilities. In addition, the State Legislature’s implementation of requirements for reduced K-3 class size will also impact school capacity and educational program standards. (The District currently offers full-day kindergarten.) The school capacity inventory will be reviewed periodically and adjusted for any changes to the educational program standards. These changes will also be reflected in future updates of this CFP.

The Standard of Service outlined below reflects only those programs and educational opportunities provided to students that directly affect the capacity of school buildings. The special programs listed below require classroom space, thus the permanent capacity of some buildings housing these programs has been reduced.

**Table 1**  
**Class Size – Standard of Service**

<i>Grade Level</i>	<i>Average Class Size Based on Standard of Service</i>
Kindergarten	24*
Grades 1 – 3	25*
Grades 4 – 6	27
Grades 7 – 8	30
Grades 9 – 12	32

\*The District standard for K-3 will change to 17:1 in 2019 (see Table 7).

It is not possible to achieve 100% utilization of all regular teaching stations throughout the day. Therefore, classroom capacity is adjusted using a utilization factor of available teaching stations depending on the physical characteristics of the facility and educational program needs.

### ***Elementary School Standard of Service Models***

- **Special education for students with disabilities may be provided in self-contained classrooms.**
- **All students are provided music instruction in a separate classroom.**
- **All students will have scheduled time in a special classroom.**
- **Identified students will also be provided other educational opportunities in classrooms designated as follows:**
  - **Resource Rooms**
  - **English Language Learners (ELL)**
  - **Education for Disadvantaged Students (Title I)**
  - **Gifted Education**
  - **Learning Assisted Programs**
  - **Severely Behavior Disorder**
  - **Transition Rooms**
  - **Mild, Moderate, and Severe Disabilities**
  - **Developmental Kindergarten**
  - **Extended Daycare Programs and Preschool Programs**

### ***Secondary School Standard of Service Models***

- **Identified students will also be provided other educational opportunities in classrooms designated as follows:**
  - **Resource Rooms**
  - **English Language Learners (ELL)**
  - **Computer Labs**
  - **Science Labs**
  - **Career and Vocational Rooms**
  - **Daycare Programs**
  - **Alternative Program Spaces**

### **SECTION THREE: CAPITAL FACILITIES INVENTORY**

This section provides an inventory of capital facilities owned and operated by the District including schools and relocatable classrooms (modulars or portables). School facility capacity was inventoried based on the space required to accommodate the District's adopted educational program standards. *See Section Two: Standard of Service.* A map showing locations of District facilities is provided in Appendix A.

#### ***Schools***

*See Section One* for a description of the District's schools and programs.

School capacity was determined based on the number of teaching stations (or general classrooms) within each building and the space requirements of the District's currently adopted current educational program and internal targets as reported in ICOS with the Office of the Superintendent of Public Instruction. It is this capacity calculation that is used to establish the District's baseline capacity, and to determine future capacity needs based on projected student enrollment. The school capacity inventory is summarized in Tables 2, 3, and 4.

As the District implements reduced K-3 class size requirements and grade reconfiguration, the inventory will reflect adjustments in the Standard of Service (see Tables 7-B and 7-C).

#### ***Relocatable Classrooms (Portables)***

Relocatable classrooms (portables) are used as interim classroom space to house students until funding can be secured to construct permanent classrooms. The District currently uses 27 relocatable classrooms at various school sites throughout the District to provide additional interim general classroom capacity. A typical relocatable classroom can provide capacity for a full-size class of students. Current use of relocatable classrooms throughout the District is summarized in Table 5.

**Table 2  
Elementary School Level Inventory**

<i>Elementary School</i>	<i>Building Area (sq. ft.)</i>	<i>Teaching Stations*</i>	<i>Permanent Capacity**</i>
Beverly Park at Glendale ES	58,145	22	514
Bow Lake ES	76,108	30	666
Cedarhurst ES	68,916	26	619
Des Moines ES	41,766	19	471
Gregory Heights ES	65,978	27	585
Hazel Valley ES	65,346	26	452
Hilltop ES	51,532	24	594
Madrona ES	69,240	25	598
Marvista ES	68,462	27	621
McMicken Heights ES	69,979	25	582
Midway ES	66,096	25	610
Mount View ES	67,783	26	628
North Hill ES	65,665	27	636
Parkside ES	68,857	26	622
Seahurst ES	59,967	27	585
Shorewood ES	60,326	22	483
Southern Heights ES	32,942	15	336
White Center ES	65,654	26	622
<b>TOTAL</b>	<b>1,122,762</b>	<b>445</b>	<b>10,231</b>

\* Teaching Station definition: A space designated as a classroom. Other stations include spaces designated for special education and pull-out programs.

\*\* General classrooms

**Table 3  
Middle School Level Inventory\*\*\***

<b>Middle School</b>	<b>Building Area (sq. ft.)</b>	<b>Teaching Stations*</b>	<b>Permanent Capacity**</b>
Cascade MS	90,582	34	986
Chinook MS	87,476	27	783
Pacific MS	73,941	24	696
Sylvester MS	92,617	30	870
Big Picture MS (at Manhattan)^		2	58
Choice (at Woodside) ^		2	58
<b>TOTAL</b>	<b>344,616</b>	<b>119</b>	<b>3,451</b>

\* Teaching Station Definition: A space designated as a general classroom. Other stations include spaces designated for special education and pull-out programs.

\*\* General classrooms.

\*\*\*Does not include alternative programs: CHOICE Academy MS/HS at Woodside site.

^The District anticipates that the Big Picture and Choice programs will be relocated to another District facility or leased space in 2017. Inventory adjustments will be reflected in future updates to this Capital Facilities Plan.

**Table 4  
High School Level Inventory\*\*\***

<b>High School</b>	<b>Building Area (sq. ft.)</b>	<b>Teaching Stations*</b>	<b>Permanent Capacity**</b>
Raisbeck Aviation HS	87,934	14	448
Big Picture HS (at Manhattan)^	29,141	10	320
Evergreen HS	161,456	48	1,536
Highline HS	214,919	70	2,240
Mount Rainier HS	205,159	47	1,504
Tyee HS	143,101	38	1,216
<b>TOTALS</b>	<b>841,710</b>	<b>227</b>	<b>7,264^^</b>

\* Teaching Station definition: A space designated as a general classroom. Other stations include spaces designated for special education and pull-out programs.

\*\* Regular classrooms.

\*\*\*Does not include alternative programs: CHOICE Academy MS/HS at Woodside site; New Start HS at Salmon Creek site; and Puget Sound Skills Center.

^ The District anticipates that the Big Picture program will be relocated to another District facility or leased space in 2017. Inventory adjustments will be reflected in future updates to this Capital Facilities Plan.

^^Total capacity at the high school level may be affected as the District makes programmatic changes in its small school high schools: Tyee HS and Evergreen HS. For example, spaces currently identified as teaching stations may be needed to serve special programs.

**Table 5**  
**Relocatable Classrooms (Portable) Inventory**

<i>Elementary School</i>	<i>Relocatables**</i>	<i>Other***</i>	<i>Interim Capacity</i>
Beverly Park at Glendale	0	2	0
Bow Lake	0	4	0
Cedarhurst	1	3	25
Des Moines	0	1	0
Gregory Heights	0	0	0
Hazel Valley	3	1	75
Hilltop	5	1	125
Madrona	2	0	50
Marvista	2	0	50
McMicken Heights	0	0	0
Midway	4	0	100
Mount View	4	0	100
North Hill	0	0	0
Parkside	0	0	0
Seahurst	2	2	50
Shorewood	1	3	25
Southern Heights	2	1	50
White Center	1	3	25
<b>TOTAL</b>	<b>27</b>	<b>21</b>	<b>675</b>

<i>Middle School</i>	<i>Relocatables**</i>	<i>Other***</i>	<i>Interim Capacity</i>
Cascade	0	3	0
Chinook	5	1	145
Pacific	4	0	116
Sylvester	2	2	58
Big Picture MS	4	7	116
<b>TOTAL</b>	<b>15</b>	<b>13</b>	<b>435</b>

<i>High School</i>	<i>Relocatable**</i>	<i>Other***</i>	<i>Interim Capacity</i>
Raisbeck Aviation HS	0	0	0
Big Picture HS	0	0	0
Evergreen HS	3	2	96
Highline HS	0	0	0
Mount Rainier HS	0	0	0
Tyee HS	0	1	0
<b>TOTALS</b>	<b>3</b>	<b>3</b>	<b>96</b>

\*\*Used for regular classroom capacity.

\*\*\*The relocatables referenced under "other relocatables" are used for special pull-out programs, storage, community use, etc.

**SECTION FOUR: STUDENT ENROLLMENT TRENDS AND PROJECTIONS**

Generally, enrollment projections using historical calculations are most accurate for the initial years of the forecast period. Moving further into the future, more assumptions about economic conditions, land use, and demographic trends in the area affect the projection. Monitoring birth rates in the County and population growth for the area are essential yearly activities in the ongoing management of the CFP. In the event that enrollment growth slows, plans for new facilities can be delayed. It is much more difficult, however, to initiate new projects or expedite projects in the event enrollment growth exceeds the projections.

With the assistance of a professional demographer, the District has developed its own methodology for forecasting future enrollments. This methodology, a modified cohort survival method, considers a variety of factors to evaluate the potential student population growth for the years 2016 through 2021. These factors include: projected births, projected growth in the K-12 population, and a model which considers growth in population and housing within the District's boundaries. The methodology also considers the potential impacts on enrollment due to the recent opening of a charter school within the District's boundaries. Certain assumptions are made regarding the continued enrollment at the charter school. Therefore, the methodology and the resulting projections should be considered conservative.

District enrollment has increased in recent years, including a 6.4% increase since 2009. Using the modified cohort survival projections, a total enrollment of 20,423 students is expected in 2021. In other words, the District projects an increase of 7.1% in student enrollment (or 1,365 students) between 2015 and 2021. *See Appendix B (Enrollment projections from Les Kendrick, December 2015.)*

**Table 6  
Projected Student Enrollment  
2016-2021**

<i>Projection</i>	<i>2015*</i>	<i>2016</i>	<i>2017</i>	<i>2018</i>	<i>2019</i>	<i>2020</i>	<i>2021</i>	<i>Actual Change</i>	<i>Percent Change</i>
	19,058	19,233	19,459	19,622	19,872	20,118	20,423	1,365	7.1%

\*Actual October 2015 FTE enrollment.

## ***SECTION FIVE: CAPITAL FACILITIES PROJECTIONS FOR FUTURE NEEDS***

Projected future capacity needs, shown in Tables 7-A through 7-C, are derived by applying the projected number of students to the projected permanent capacity. It is not the District's policy to include relocatable classrooms when determining future capital facility needs; therefore, interim capacity provided by relocatable classrooms is not included in this analysis. The District will utilize relocatables as necessary to address interim capacity needs. Information on relocatable classrooms by grade level and interim capacity can be found in Table 5. Information on planned construction projects can be found in the Financing Plan, Table 8.

Recent state-level policy decisions impact the District's capacity analysis. Engrossed Senate House Bill 2261, adopted in 2009, requires school districts to implement full-day kindergarten by 2018. SHB 2776, passed in 2010, requires school districts to reduce K-3 class sizes to 17 students per teacher. Finally, in November 2015, the voters passed Initiative 1351, which requires reduced class sizes across all grades (K-12). The District has proactively implemented full day kindergarten, which reduced the number of available regular classrooms in elementary schools districtwide. The District anticipates that the Legislature will only partially fund implementation of K-3 class size reduction, and therefore the capacity projects needed to address implementation will require successful passage of a capital bond. Future updates to this Plan will incorporate any funded implementation of Initiative 1351.

Table 7 assumes that K-3 class size reduction is implemented by 2019 and that grade levels are reconfigured to K-5, 6-8, and 9-12 in 2020. All scenarios include the capacity related projects the District is planning during the six-year planning period.

**Table 7**  
**Projected Student Capacity – 2016 through 2021**

*Elementary School Level – Surplus/Deficiency*

	2015*	2016	2017	2018	2019^	2020^^	2021
Existing Permanent Capacity	10,231	10,231	10,231	10,231	9,034	9,544	9,849
Added Permanent Capacity	0	0	0		510'	305"	0
Total Permanent Capacity**	10,231	10,231	10,231	10,231	9,544	9,849	9,849
Enrollment	10,580	10,744	11,026	11,210	11,302	9,725	9,788
Surplus (Deficiency)** Permanent Capacity	(349)	(513)	(795)	(979)	(1,758)	124	61

\*Actual October 2015 FTE enrollment

\*\*Does not include portable capacity

^Implementation of reduced K-3 class size and adjusted Standard of Service

^^Movement of 6<sup>th</sup> grade to middle school level and adjusted Standard of Service

'Addition of new classrooms at existing elementary schools

"New Des Moines Elementary School opens with added capacity

*Middle School Level – Surplus/Deficiency*

	2015*	2016	2017	2018	2019	2020^^	2021
Existing Permanent Capacity	3,451	3,451	3,451	3,451	3,451	3,451	4,451
Added Permanent Capacity	0	0	0	0		1,000'	0
Total Permanent Capacity**	3,451	3,451	3,451	3,451	3,451	4,451	4,451
Enrollment	2,648	2,490	2,405	2,533	2,761	4,562	4,584
Surplus (Deficiency)** Permanent Capacity	803	961	1,046	918	690	(111)	(133)

\*Actual October 2015 FTE enrollment

\*\*Does not include portable capacity

^^Movement of 6<sup>th</sup> grade to middle school level and adjusted Standard of Service

'New middle school capacity added

*High School Level – Surplus/Deficiency*

	2015*	2016	2017	2018	2019	2020	2021
Existing Permanent Capacity	7,264	7,264	7,264	7,264	7,264	7,264	7,264
Added Permanent Capacity	0	0	0	0	0	0	0
Total Permanent Capacity**	7,264	7,264	7,264	7,264	7,264	7,264	7,264
Enrollment	5,830	5,998	6,028	5,878	5,809	5,831	6,051
Surplus (Deficiency)** Permanent Capacity	1,434	1,266	1,236	1,386	1,455	1,433	1,213

\*Actual October 2015 FTE enrollment

\*\*Does not include portable capacity.

## **SECTION SIX: FINANCING PLAN**

### ***Planned Improvements***

The Finance Plan focuses on capacity related projects needed to accommodate recent and projected growth in the District.

Based upon the scenario presented in Table 3, the District will need to add permanent classroom capacity at both the elementary school and middle school grade levels. Subject to Board approval of the Capital Facilities Advisory Committee's final recommendations, anticipated in July 2016, the District anticipates that the additional capacity will be accomplished by (1) adding space to the new Des Moines Elementary School (replacement school), (2) the construction of new elementary school classrooms at various sites, and (3) constructing a new middle school. All new schools will be located on land currently owned by the District.

In addition, new relocatable classrooms (portables) may need to be added at individual elementary schools and middle schools to accommodate future enrollment or to provide interim classrooms until permanent classroom capacity is built.

The District has identified "non-capacity" capital needs at existing schools. The non-capacity projects are identified in the District's 2016 Long Range Facility Plan (scheduled to be adopted in July 2016). Funding for the non-capacity related projects may be proposed as a part of a future capital bond measure. The School Board of Directors will continue annual review of its school and support facility needs, and any decisions will be reflected in future updates to this Capital Facilities Plan (CFP).

### ***Financing for Planned Improvements***

Funding for planned improvements is typically secured from a number of sources including voter-approved bonds, State match funds, and impact fees.

***General Obligation Bonds:*** Bonds are typically used to fund construction of new schools and other capital improvement projects, and require a 60% voter approval. The District's voters will need to approve a school construction bond to fund the projects identified in this Plan.

***State School Construction Assistance Funds:*** State School Construction Assistance Funds come from the Common School Construction Fund, which is composed of revenues accruing predominantly from the sale of renewable resources (i.e., timber) from State school lands set aside by the Enabling Act of 1889. If these sources are insufficient to meet needs, the Legislature can appropriate funds or the State Board of Education can establish a moratorium on certain projects. School districts may qualify for State School Construction Assistance Funds for specific capital projects based on a prioritization system.

The District anticipates receiving funding from Senate Bill 6080 to address a portion of the classrooms needed for implementation of reduced K-3 class sizes.

**Impact Fees:** Impact fees are a means of supplementing traditional funding sources for construction of public facilities needed to accommodate new development. *See Section 7 School Impact Fees.*

The Six-Year Financing Plan shown on Table 8 demonstrates how the District intends to fund new construction and improvements to school facilities for the years 2016-2021. The financing components include bonds, State match funds, and impact fees. The Financing Plan separates projects and portions of projects which add capacity from those which do not, since the latter are generally not appropriate for impact fee funding.

**Table 8  
Capital Facilities Financing Plan**

**Improvements Adding Permanent Capacity Costs (in Millions)\*\***

Project	2016	2017	2018	2019	2020	2021	Total Cost	Bonds/Local Funds	State Funding	Impact Fees
<b>Elementary Schools</b>										
Des Moines Elementary Replacement and Addition			30.000	31.674			\$61,674	X	X	X
Elementary School Classrooms – various sites		10.00	10.00				\$20.000	X	SB 6080 Funds (in excess of \$20M)	X
<b>Middle Schools</b>										
New Middle School (1,000 capacity)		14.000	39.650	39.650			\$93.300	X	X	X
								X	X	X
<b>Portables</b>										
Portables at Various Sites		.200	.200	.200				X		X
<b>High Schools</b>										
Land Purchase (elementary site for future growth)						\$20.000	\$20.000	X		X

\*\*All projects are growth-related.

**SECTION SEVEN: SCHOOL IMPACT FEES**

The GMA authorizes jurisdictions to collect impact fees to supplement funding of additional public facilities needed to accommodate new development. Impact fees cannot be used for the operation, maintenance, repair, alteration, or replacement of existing capital facilities used to meet existing service demands.

Impact fees in Appendix C have been calculated utilizing the formula in the King County Code. The resulting figures are based on the District's cost per dwelling unit to purchase land for school sites, make site improvements, construct schools, and purchase/install relocatable classrooms (portables). As required under the GMA, credits have also been applied in the formula to account for State Match Funds to be reimbursed to the District and projected future property taxes to be paid by the dwelling unit.

The District's cost per dwelling unit is derived by multiplying the cost per student by the applicable student generation rate per dwelling unit. The student generation rate is the average number of students generated by each housing type; in this case, single family dwellings and multi-family dwellings. Multi-family dwellings were broken out into one-bedroom and two-plus bedroom units. The District has developed its own student generation rate data based on actual permit data from local jurisdictions. See Appendix D.

Using the variables and formula described, and applying the 50% discount rate required by the King County School Impact Fee Ordinance, impact fees proposed as a part of this CFP, are summarized in Table 9 below. See also Appendix C.

King County and the City of Kent currently have adopted school impact fee ordinances and collect school impact fees on behalf of the District. The District is requesting that the other cities that it serves consider adoption of a school impact fee ordinance.

**Table 9**  
**School Impact Fees**  
**2016**

<b>Housing Type</b>	<b>Impact Fee Per Dwelling Unit</b>
Single Family	\$7,528
Multi-Family	\$6,691

**APPENDIX A**  
**DISTRICT MAP**

**APPENDIX B**

**POPULATION AND ENROLLMENT DATA**

### High Line Enrollment Projection

Births	2004	2005	2006	2007	2008	2009	2010
King County	22,874	22,860	24,244	24,899	25,180	25,057	24,514
K Enroll as %	5.78%	6.21%	5.96%	6.20%	6.72%	6.46%	6.34%

	2009	2010	2011	2012	2013	2014	2015
K	1324	1427	1445	1543	1694	1618	1553
1	1337	1392	1456	1475	1564	1723	1643
2	1363	1332	1374	1430	1491	1594	1683
3	1346	1409	1362	1368	1429	1498	1580
4	1354	1335	1393	1323	1385	1436	1480
5	1282	1397	1323	1408	1319	1381	1369
6	1273	1312	1381	1316	1420	1307	1262
7	1238	1218	1253	1317	1241	1369	1271
8	1252	1227	1220	1267	1319	1270	1377
9	1814	1832	1539	1585	1665	1643	1604
10	1414	1462	1498	1424	1456	1510	1510
11	1353	1274	1482	1442	1408	1448	1358
12	1581	1494	1450	1586	1508	1517	1360
<b>Total<sup>P</sup></b>	<b>17,911</b>	<b>18,101<sup>F</sup></b>	<b>18,226</b>	<b>18,484</b>	<b>18,897</b>	<b>19,322</b>	<b>19,068</b>

### Medium Range Forecast (With Charter Schools Continuing)

		Projected Births														
		2011	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025
K		24630	25032	24910	25,028	25,433	25,408	25,391	25,386	25,383	25,492					
K Enroll as %		6.35%	6.35%	6.41%	6.45%	6.41%	6.36%	6.36%	6.36%	6.36%	6.36%					

	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025
K	1564	1580	1598	1613	1631	1617	1616	1616	1616	1622
1	1577	1593	1619	1627	1642	1661	1648	1645	1645	1645
2	1637	1575	1593	1619	1627	1640	1658	1643	1642	1642
3	1678	1655	1695	1694	1640	1645	1657	1676	1661	1680
4	1582	1673	1653	1593	1612	1635	1640	1652	1671	1656
5	1435	1553	1643	1632	1572	1591	1613	1618	1631	1649
6	1271	1387	1509	1605	1584	1538	1554	1576	1581	1593
7	1205	1211	1322	1438	1529	1519	1463	1480	1502	1508
8	1285	1194	1212	1323	1439	1530	1520	1465	1482	1503
9	1743	1698	1568	1581	1737	1896	2015	2002	1929	1952
10	1468	1529	1481	1376	1398	1529	1668	1774	1762	1698
11	1427	1397	1445	1399	1300	1323	1449	1581	1681	1670
12	1301	1425	1394	1443	1397	1303	1326	1453	1585	1685
<b>Total</b>	<b>19,233</b>	<b>19,459</b>	<b>19,622</b>	<b>19,872</b>	<b>20,118</b>	<b>20,423</b>	<b>20,827</b>	<b>21,181</b>	<b>21,367</b>	<b>21,481</b>

<sup>P</sup> HS Enrollment Does Not Include Open Doors  
 Learning Center Students or Career  
 Link Students Beginning with the 2014 Enrollment

Change	198	190	125	258	413	425	-264	175	226	163	258	245	306	483	354	205	94
% Change	1.1%	1.1%	0.7%	1.4%	2.2%	2.2%	-1.4%	0.9%	1.2%	0.8%	1.3%	1.2%	1.5%	2.0%	1.7%	1.0%	0.4%

<sup>P</sup>	9,279	9,594	9,734	9,853	10,302	10,367	10,580	10,744	11,026	11,210	11,392	11,519	11,824	11,355	11,427	11,447	11,458
<sup>F</sup>	2,490	2,445	2,473	2,594	2,500	2,639	2,346	2,490	2,405	2,533	2,761	2,968	3,048	2,883	2,945	2,983	3,009
<sup>F</sup>	6,142	6,062	6,019	6,337	6,035	6,116	5,890	5,896	6,026	5,678	5,929	5,831	6,051	6,459	6,009	5,957	7,304

**APPENDIX C**

**SCHOOL IMPACT FEE CALCULATIONS**

**HIGHLINE SCHOOL DISTRICT No. 401**  
**IMPACT FEE CALCULATION**  
**Jun-16**

School Site Acquisition Cost:		Facility	Cost/	Facility	Student	Student		
	Scope	Acreege	Acree	Capacity	Factor	Factor	Cost/SFR	Cost/MFR
Elementary Schools			\$0	0	0.210	0.134	\$0	\$0
Middle Schools					0.045	0.059	\$0	\$0
High Schools					0.099	0.099	\$0	\$0
<b>TOTALS</b>							<b>\$0</b>	<b>\$0</b>

School Construction Cost:			Facility	Facility	Student	Student		
	Scope	% Perm Fac.	Cost	Capacity	Factor	Factor	Cost/SFR	Cost/MFR
Elementary Schools (38.33%)	1 site	97.36%	\$82,874	717	0.210	0.134	\$17,872	\$11,404
Middle Schools	1 site	97.36%	\$93,300	1000	0.045	0.059	\$4,098	\$6,359
High Schools					0.099	0.099	\$0	\$0
<b>TOTALS</b>							<b>\$21,959</b>	<b>\$16,763</b>

Temporary Facilities Cost:			Facility	Facility	Student	Student		
	Scope	% Perm Fac.	Cost	Capacity	Factor	Factor	Cost/SFR	Cost/MFR
Elementary Schools		2.64%	0	0	0.210	0.134	\$0	\$0
Middle Schools		2.64	0	0	0.045	0.059	\$0	\$0
High Schools			0	0	0.099	0.099	\$0	\$0
<b>TOTALS</b>							<b>\$0</b>	<b>\$0</b>

State Match Credit Calculation:		Const. Cost	SFR	State	Student	Student		
	Scope	Allocation/SF	Student	Match	Factor	Factor	Cost/SFR	Cost/MFR
Elementary Schools		213.23	96	0.5813	0.210	0.134	\$2,282	\$1,792
Middle Schools		213.23	109	0.5813	0.045	0.059	\$892	\$393
High Schools		0	0	0	0.099	0.099	\$0	\$0
<b>TOTALS</b>							<b>\$2,944</b>	<b>\$2,180</b>

Tax Payment Credit:							Credit/SFR	Credit/MFR
Average Assessed Value							\$294,206	\$97,013
Capital Bond Interest Rate							3.27%	3.27%
Net Present Value of Average Dwelling							\$2,475,409	\$732,157
Years Amortized							10	10
Property Tax Levy Rate							\$1,640	\$1,640
Tax Payment Credit							\$4,080	\$1,251

Fee Summary	Cost/SFR	Cost/MFR
School Site Acquisition Cost	\$0	\$0
School Construction Cost	\$21,959	\$16,763
Temporary Facilities Cost	\$0	\$0
State Matching Credit Calculation	\$2,844	\$2,180
Tax Payment Credit Calculation	\$4,080	\$1,251
<b>SUBTOTAL</b>	<b>\$16,059</b>	<b>\$13,193</b>
50% Local Share	-\$7,528	-\$6,691
<b>CALCULATED IMPACT FEE</b>	<b>\$7,528</b>	<b>\$6,691</b>
<b>2016 IMPACT FEE</b>	<b>\$7,528</b>	<b>\$6,691</b>

**APPENDIX D**

**STUDENT GENERATION RATE DATA**

**Highline School District  
Student Generation Rates**

In 2015, the District developed student generation rates based upon new residential development occurring within the District's boundaries within the preceding five year period. The District compared student enrollment addresses to the addresses on permits for new dwelling units. The District is using the 2015 study for purposes of this Capital Facilities Plan update. Future updates to the Capital Facilities Plan will include updated information.

**Single Family Occupancy Permits for the last 5 years = 401  
Elementary Students occupying Single Family Residences = 84  
Elementary Students Single Family Student Generation Rate = 0.21**

**Single Family Occupancy Permits for the last 5 years = 401  
Junior High School Students occupying Single Family Residences = 18  
Junior High School Students Single Family Student Generation Rate = 0.045**

**Single Family Occupancy Permits for the last 5 years = 401  
High School Students occupying Single Family Residences = 40  
High School Students Single Family Student Generation Rate = 0.099**

**Multi-Family Occupancy Permits for the last 5 years = 67  
Elementary Students occupying Multi-Family Residences = 9  
Elementary Students Single Family Student Generation Rate = 0.134**

**Multi-Family Occupancy Permits for the last 5 years = 67  
Junior High School Students occupying Multi-Family Residences = 4  
Junior High School Students Single Family Student Generation Rate = 0.059**

**Multi-Family Occupancy Permits for the last 5 years = 67  
High School Students occupying Multi-Family Residences = 6  
High School Students Single Family Student Generation Rate = 0.089**

## **Ordinance 662**

### **EXHIBIT B**

CITY OF BURIEN  
Dept. of Community Development  
400 SW 152<sup>nd</sup> Street, Suite 300  
Burien, WA 98166  
(206) 248-5510

#### 2016 Comprehensive Plan Text, and Figure Amendments

**APPLICANT(S):** City of Burien

**LOCATION:** Comprehensive Plan Amendments Apply Citywide.

**REQUEST:** Amendments to Burien's Comprehensive Plan generally include the following:

- New Policies to adopt Highline School District Capital Facilities plan and support the collection of school impact fees.
- Updated Figure to recognize legislation actions of the City.

**TAX PARCEL NUMBER(S):** Not applicable, amendments apply city wide.

### **FINDINGS**

#### **REVIEW OF CRITERIA FOR COMPREHENSIVE PLAN AMENDMENT**

Zoning Code section 19.65.095.4 contains the criteria for review of a proposed Comprehensive Plan amendment. To be approved, the proposed amendment must meet all of the following criteria:

***A. The request is the best means for meeting an identified public benefit; and***

The request to amend the Comprehensive Plan was made prior to March 1, 2016, as required in BMC 19.65.095.

The proposed amendments set the policy framework on what land use and other related decisions occurring over the next 20 years. A figure will be updated to be consistent with other specifically related city actions including but not limited to adoption of a truck route ordinance. Policy language will be added to adopt the Highline School District capital facilities plan in order to support the establishment of a school impact fee. School impact fees are one mechanism to charge and collect fees to ensure that all new residential development bears its proportionate share of the capital costs of school facilities reasonably related to new development and ensure the availability of adequate school facilities at the time that new development occurs. These all benefit the public.

***B. The proposed amendment is consistent with the Growth Management Act, applicable Puget Sound Regional Council (PSRC) plans, King County Countywide Planning Policies and Burien Comprehensive Plan; and***

Goals of the GMA state that development should occur in urban areas where adequate public facilities and services exist and there is an efficient multimodal transportation system. The goals also state that the environment should be protected. The GMA, PSRC plans and King County Countywide Planning Policies all contain various requirements related to land use, environmental protections, transportation services, and require

communities to adequately plan for future growth. The Countywide Planning Policies establish specific growth and affordable housing targets. The proposed amendments will ensure consistency with the Growth Management Act, PSRC plans and Countywide Planning Policies by incorporating policy language illustrating how the Burien meets its needs and the needs of the region including but not limited to having sufficient capacity for anticipated employment and population growth. The provision of adequate school facilities is an integral part of supporting the growing population and the needs of the community.

The Growth Management Act (GMA), as codified at Chapter 36.70A RCW and RCW 82.02, authorizes cities planning under GMA to assess, collect, and use impact fees to pay for capital projects related to public facilities needed to accommodate growth. School impact fees are one mechanism to charge and collect fees to ensure that all new residential development bears its proportionate share of the capital costs of school facilities reasonably related to new development and ensure the availability of adequate school facilities at the time that new development occurs.

The plan amendments will solidify a long-term land use management approach that will coordinate development with infrastructure improvements and adjacent uses while encouraging efficient use of land.

***C. The proposed amendment will result in a net benefit to the community; and***

The proposed amendments will provide policy support for the establishment of school impact fees. Impact fees support the GMA policy of growth paying for growth. The benefit to the community will be as units are added funds will be collected to support capital improvements within the school district. Sufficient capacity in schools is a vitally important service to a community that values its youth.

***D. The revised Comprehensive Plan will be internally consistent; and***

The proposed amendments will be consistent with other portions of the Comprehensive Plan and documents including but not limited to Burien's Zoning Code and other related City ordinances.

***E. The capability of the land can support the projected land use; and***

Policy language changes do not involve the use of land therefore this is not applicable.

***F. Adequate public facility capacity to support the projected land use exists or can be provided by the property owner(s) requesting the amendment, or can be cost-effectively provided by the City or other public agency; and***

Not applicable; see item E above. The proposed amendments do not propose specific land uses that could impact public facility capacity.

***G. The proposed amendment will be compatible with nearby uses; and***

Not applicable. The proposed amendments do not propose specific land uses.

***H. The proposed amendment will not prevent the City from achieving its Growth Management Act population and employment targets; and***

The proposed amendments do not propose specific land uses nor affect specific parcels of land affecting the city's capability to provide sufficient housing or employment capacity.

***I. For a Comprehensive Plan map change, the applicable designation criteria are met and either of the following is met:***

***i. Conditions have so markedly changed since the property was given its present Comprehensive Plan designation that the current designation is no longer appropriate;***

***ii. The map change will correct a Comprehensive Plan designation that was inappropriate when established.***

The sole map amendment is being considered separately from this criteria review. Please refer to that specific document and analysis for evaluation of applicable criteria.

***J. The City Council may approve an area-wide rezone only if all of the following criteria are met:***

***i. The rezone is consistent with the comprehensive plan; and***

***ii. The rezone will advance the public health, safety, or welfare; and***

***iii. The rezone will not have significant adverse environmental impacts that are materially detrimental to adjacent properties or other affected areas.***

The proposed figure and text amendments do not change the zoning map.









**CITY OF BURIEN, WASHINGTON**  
Department of Community Development  
400 SW 152<sup>nd</sup> Street, Suite 300, Burien, Washington 98166  
Phone: (206) 241-4647 Fax: (206) 248-5539

## **Comprehensive Plan Map Amendment For So Yong Morton PLA 16-0451**

**APPLICANT:** So Yong Morton, Property Owner

**LOCATION:** 825 South 112<sup>th</sup> Street (see Attachment 1-Vicinity Map)

**CURRENT LAND USE:** Single-family Residential

**TAX PARCEL #s:** 336140-0005

**REQUEST:** 1) Change the Comprehensive Plan Designation from Moderate Density Residential Neighborhood to Neighborhood Center

### **PLANNING COMMISSION AND STAFF**

**RECOMMENDATION:** 1) Approve the request to change the Comprehensive Plan Designation from Moderate Density Residential Neighborhood to Neighborhood Center

## **FINDINGS & CONCLUSIONS**

### **COMPREHENSIVE PLAN MAP HISTORY**

**1983 (before incorporation):** King County Highline Community Plan designated the subject property as Single-family (4-6 units per acre).

**2013:** City of Burien Comprehensive Plan (Ordinance No. 573) designated the subject property as Moderate Density Single-Family Neighborhood.

**ORDINANCE 662  
EXHIBIT D**

**ZONING HISTORY**

- 1981 (before incorporation/annexation):** RS-7,200 with a potential zone designation of RM-2,400 (RM-18 equivalent)
- 2009 (before incorporation/annexation):** The King County Zoning designation for the property was Urban Residential (R-6).
- 2010:** City of Burien Ordinance No. 533 established interim zoning for the North Highline Area. The parcel was designated RS-7,200.
- 2013:** The City of Burien Zoning Map (Ordinance 573) re-affirmed the RS-7,200 zoning designation.

**ADJACENT COMPREHENSIVE PLAN, ZONING DESIGNATIONS AND USES:**

Direction	Comprehensive Plan Designation	Zone	Current Uses
North	uh (urban residential, high - >12 du/ac) - King County	R-6 (RM-18 Potential)	Single-Family
South	Moderate Density Residential	RS-7,200 (Residential Single-Family)	Single-Family
East	Neighborhood Center	CN (Neighborhood Center)	Gas pumps with an associated small Commercial Strip Mall
West	Moderate Density Residential Neighborhood	RS-7,200 (Residential Single-Family)	Single-Family

**BACKGROUND**

The applicant requests to change land use designations for one parcel that totals 0.61 acres (26,550 square feet). The site contains a single-family residence that was constructed in 1923. The existing single-family home is located at the northern portion of the site adjacent to South 112<sup>th</sup> Street (See Attachment 1, site vicinity map). The parcel also contains a couple of smaller out buildings and appears to have a driveway on the eastern property line that provides access to the southern portion of the single-family property immediately adjacent

and to the east. There is a minor amount of elevation change from the southwest corner sloping down to the northeast corner.

The parcel is bordered by South 112<sup>th</sup> Street on the north side. To the west there is small scale strip mall containing gas pumps with an associated food mart, nail salon, two restaurants, and a retail store. Adjacent uses to the east, north and south consist of single-family residential homes.

In 2010 the City of Burien annexed this parcel and the surrounding neighborhood from King County. As a part of that process interim zoning designations were assigned the whole area with the commitment by the City to revisit land use designations in the near future. In 2011 the City initiated community based process to analyze existing land use designations and propose comprehensive plan and zoning designations for the recently annexed area. The subject parcel was designated residential single-family with King County and the City's land use designation actions in 2013 maintained a comparable single-family designation (RS-7,200).

A component of amending the land use designations also included the establishment of a hierarchy of commercial nodes. The nodes were established as another land use designation criteria to maintain the character of residential neighborhoods by focusing commerce and multi-family growth at specific locations dispersed throughout the City. Comprehensive plan Figure 2LU-3 illustrates locations of the commercial nodes. The subject parcel is located within a low intensity commercial node.

This staff recommendation report only a reviews the applicable criteria for a comprehensive plan land use designation change. References to general zoning development standards are appropriate, however following the rezone application and review process and if a development proposal is submitted, specific details of site design features and project components will receive a more detailed review.

## **REVIEW CRITERIA FOR COMPREHENSIVE PLAN MAP AMENDMENT**

Burien Municipal Code section 19.65.095.6 contains criteria for review of a proposed Comprehensive Plan amendment. To be approved, the proposed amendment must meet **all** of the following criteria (in bold, followed by staff response).

### ***A. The proposed amendment is the best means for meeting an identified public benefit.***

The purpose of the Neighborhood Center land use designation is to provide areas where uses can be located that offer opportunities to locate businesses that support the adjacent neighborhood. Policy RE 1.3 describes the purpose of the land use designation as follows.

*"The Neighborhood Center designation allows for relatively small areas that provide limited scale convenience goods and services to serve the everyday needs of the surrounding single*

family neighborhoods or to provide locally based employment opportunities, while protecting the desired neighborhood character. Mixed use development up to 12 dwelling units per acre is allowed at these locations. Mixed use developments contain a commercial or office presence while also providing opportunities for people to live near services and/or a choice of transportation modes. These neighborhood focal points should be designed and located so that customers and employees are encouraged to walk rather than drive to these areas.”

The applicant states that the public benefit is to provide more of an opportunity to construct professional offices that in turn could provide services to the adjoining neighborhood.

If approved, the land use designation change from single-family residential to Neighborhood Center will enable the City to increase the amount of land available to provide employment capacity to accommodate future growth.

Growth beyond the commercial node designation is limited by the maximum size of the node of designation, which is 1/8 mile from an intersection. This purposeful limitation allows for some expansion of applicable commercial land use designations near the identified intersections while placing a limit on the amount of expansion to protect adjacent single-family residential neighborhoods. The neighborhood center land use designation expansion east by one parcel (appx. 110 feet), will not be detrimental to the existing single-family neighborhood. The subject parcel has good access to the state highway system because it is in close proximity to SR 509 and an associated on and off ramp and transit service.

***B. The proposed amendment is consistent with the Growth Management Act, applicable Puget Sound Regional Council (PSRC) Plans, King County Countywide Planning Policies and Burien Comprehensive Plan.***

The proposed amendment is consistent with Burien’s comprehensive plan in that it meets the land use designation criteria for Neighborhood Center (Policy BU 1.3). Please see below for an analysis of the criteria contained in Policy BU 1.3.

The requested land use designation allows more development potential for both employment opportunities and possibly mixed use development. Both of these types of land uses will assist the City in providing housing and/or employment capacity to accommodate forecasted growth in the region.

***C. The proposed amendment will result in a net benefit to the community.***

The applicant has stated that more commercial available land will allow more opportunity to provide services, both commercial and professional, to the surrounding neighborhood.

The commercial node concept encourages compact growth within a comfortable walking distance from goods and services to minimize use of automobiles. The nearest commercial node is in the Boulevard Park area which is nearly 1 mile away. Allowing expansion of the commercial land available at this location may allow more opportunities to provide a greater range of goods and services available to more residents within a short distance. Greater opportunity to provide goods and services within a shorter distance to residents is a benefit. Additionally the change in land use designation may assist in the city in providing more residential or employment capacity.

The request is consistent with the criteria.

***D. The revised Comprehensive Plan will be internally consistent.***

The proposed amendment will not create an internal inconsistency in the Comprehensive Plan in that it is inconsistent with the Neighborhood Center land use designation criteria (please see section I below).

The request is consistent with the criteria.

***E. The capability of the land can support the projected land use.***

The applicant stated that they are considering a mixed use development, however if the land use designation is changed and the subsequent zoning change is approved a range of uses may be allowed on the subject parcel. The uses allowed are listed in BMC 19.15.015.

Generally the parcel does not contain any constraints with regard to topography or other natural features. There are no critical areas located on the parcel with the exception of the area being mapped as containing critical aquifer recharge area.

The request is consistent with the criteria.

***F. Adequate public facility capacity to support the projected land use exists or, can be provided by the property owner(s) requesting the amendment, or can be cost-effectively provided by the City or other public agency.***

The applicant has not provided the City with certificates of sewer, water or hydrant availability, however all adjacent buildings are being served by "public" water and sewer service. When a future site specific building permit application is filed the applicant will be required to demonstrate that adequate public utilities are available.

***G. The proposed amendment will be compatible with nearby uses.***

The proposed amendment would change the land use and designation to match the adjacent parcel to the west. The parcel to the west of the site is a small scale strip mall

that includes gas pumps. The applicant is a partial owner of this adjacent commercial property.

Properties immediately to the north, south and east of the subject site are designated Moderate Density Single-Family Neighborhood and are developed with single-family homes.

The Neighborhood Center zone allows a variety of uses including office and lower intensity commercial activities. Development standards for some of the uses vary however the majority of the potential land uses on this site must comply with the general development standards listed below.

### General CN Zone Development Standards Chart

	CN
Maximum Units per acre	12*
Front setback	10-feet
Interior setback	0-feet**
Building coverage	70%
Impervious surface coverage	85%
Height	35-feet (approximately 3 stories)
Parking	Varies depending on potential use(s)

\*- only allowed as a part of a mixed use development per BMC 19.15.015.

\*\*- A transition zone of 20-feet of dense/full screen landscaping is required when a commercial property abuts a residential property (BMC 19.17.015).

#### ***H. The proposed amendment would not prevent the City from achieving its Growth Management Act population and employment targets.***

As reported in the 2014 King County Buildable Lands Report, Burien is responsible to plan for a 2035 employment target of 8,780 jobs. Under current zoning, Burien has an employment capacity of 8,848 jobs (Comprehensive Plan Table 2-LU 2.1). Consequently, the proposed amendment allowing the potential to develop additional housing units in this location will not prevent the City from achieving its Growth Management Act population and employment targets and will contribute more towards achieving the City's population targets and maintaining sufficient residential housing capacity.

- i. For a Comprehensive Plan map change, the applicable designation criteria are met and either of the following is met:**
  - i. Conditions have so markedly changed since the property was given its present Comprehensive Plan designation that the current designation is no longer appropriate; or,**
  - ii. The map change will correct a Comprehensive Plan designation that was inappropriate when established.**

**Applicable Designation Criteria**

The applicable designation criteria for the Neighborhood Center land use designation is found in Policy BU 1.3 of the Comprehensive Plan.

*In addition to listing the applicable designation criteria, this policy states that the “designation allows for relatively small areas that provide limited scale convenience goods and services to serve the everyday needs of the surrounding single family neighborhoods or to provide locally based employment opportunities, while protecting the desired neighborhood character. Mixed use development up to 12 dwelling units per acre is allowed at these locations. Mixed use developments contain a commercial or office presence while also providing opportunities for people to live near services and/or a choice of transportation modes. These neighborhood focal points should be designed and located so that customers and employees are encouraged to walk rather than drive to these areas.”*

Policy BU 1.3 lists the criteria for designating areas as **Neighborhood Center**, which is shown below followed by Staff’s analysis.

- 1. Areas are located at low intensity commercial nodes (shown on Figure 2 LU-3, Commercial Nodes) adjacent to residential neighborhood(s).**

The subject parcel is located within a low intensity commercial node as shown on Figure 2 LU-3 (See Attachment 3, Figure 2 LU-3, Commercial Nodes).

The request is consistent with criteria.

- 2. Adjacent residential designations shall predominately be Moderate Density Residential.**

Adjacent areas to the east and south are designated and Moderate Density Residential Neighborhood by the City of Burien. The parcels to the north are designated by King County as Urban Residential which is a comparable comprehensive plan land use designation to Moderate Density Residential.

The request is consistent with criteria.

**3. *Areas shall be located on an identified general bikeway.***

The City of Burien has adopted a Transportation Master plan. The transportation plan includes a figure indicating the location of general bikeways either planned or existing. Figure 15, Bicycle Priority Routes, in the adopted Transportation Master plan designates South 112<sup>th</sup> Street as general bikeway. The subject parcel abuts South 112<sup>th</sup> Street. Design elements for these routes may include sharrows, wide shoulders, or designated bike lanes.

The request is consistent with the criteria.

**4. *The area is located within 1/8 mile of a transit route with peak transit frequency of at least every 21-30 minutes.***

There is one bus route within the vicinity of the subject parcel. Route 128 is located on South 112<sup>th</sup> Street directly adjacent to the subject parcel. The Metro bus service schedule indicates a service frequency of approximately every 30 minutes.

The request is consistent with the adopted criteria.

**5. *The area does not have critical areas, except critical aquifer recharge areas.***

The critical area maps shows there are no critical areas, with the exception of critical aquifer recharge areas, located on or near the subject parcel.

The request is consistent with the criteria.

**6. *The area is located adjacent to or has adequate access to an arterial.***

The parcel has direct access to South 112<sup>th</sup> Street, which is classified as a collector Arterial (Figure 2 TR 2.3).

The request is consistent with the criteria.

**7. *The area is located in sections of the city that have or are planned to have pedestrian or other non-motorized connections.***

The parcel is located adjacent to South 112<sup>th</sup> Street which is classified as a general bikeway as specified on Figure 16, Bicycle Priority Routes, in the Burien Transportation Master Plan(TMP). General bikeways are described in the TMP as second tier bike routes, and provide further mobility options for more experienced riders and make use of roads with higher vehicle volumes and/or steeper grades.

The request is consistent with the criteria.

**Criteria i, Conditions have changed since the property was given its present Comprehensive Plan designation so that the current designation is no longer appropriate:**

The original land use designation was applied by King County and has been in place at least since 1983. In 2010 the City of Burien annexed the parcel and subsequently proceeded with nearly a year long public process to evaluate land use designations for the entire North Burien annexation area. The process was initiated to align the land use designations with Burien and determine if incremental adjustments were appropriate. In general, the focus of land use designation review efforts were on the more developed corridors such as Ambaum Boulevard SW, 1<sup>st</sup> Avenue South and the Boulevard Park area.

The conditions for Burien and King County have changed since the parcel was given its single-family designation. The region is anticipated to grow significantly in the next planning horizon and the result is that there will be a need for both housing and employment opportunities. The change for this parcel will provide more opportunity for redevelopment but more importantly will offer more supply of commercial land that can support the needs of adjacent residential development. Because this particular node is somewhat distant from others it can provide more opportunity for commercial goods and services within a shorter distance.

**Comprehensive Plan Map Land Use Designation Change Conclusions**

The applicant has demonstrated that the subject parcel is substantially consistent with the land use designation criteria found in comprehensive plan policy BU 1.3 therefore, the requested land use designation change from Moderate Density Residential Neighborhood to Neighborhood Center should be approved.

**ATTACHMENTS**

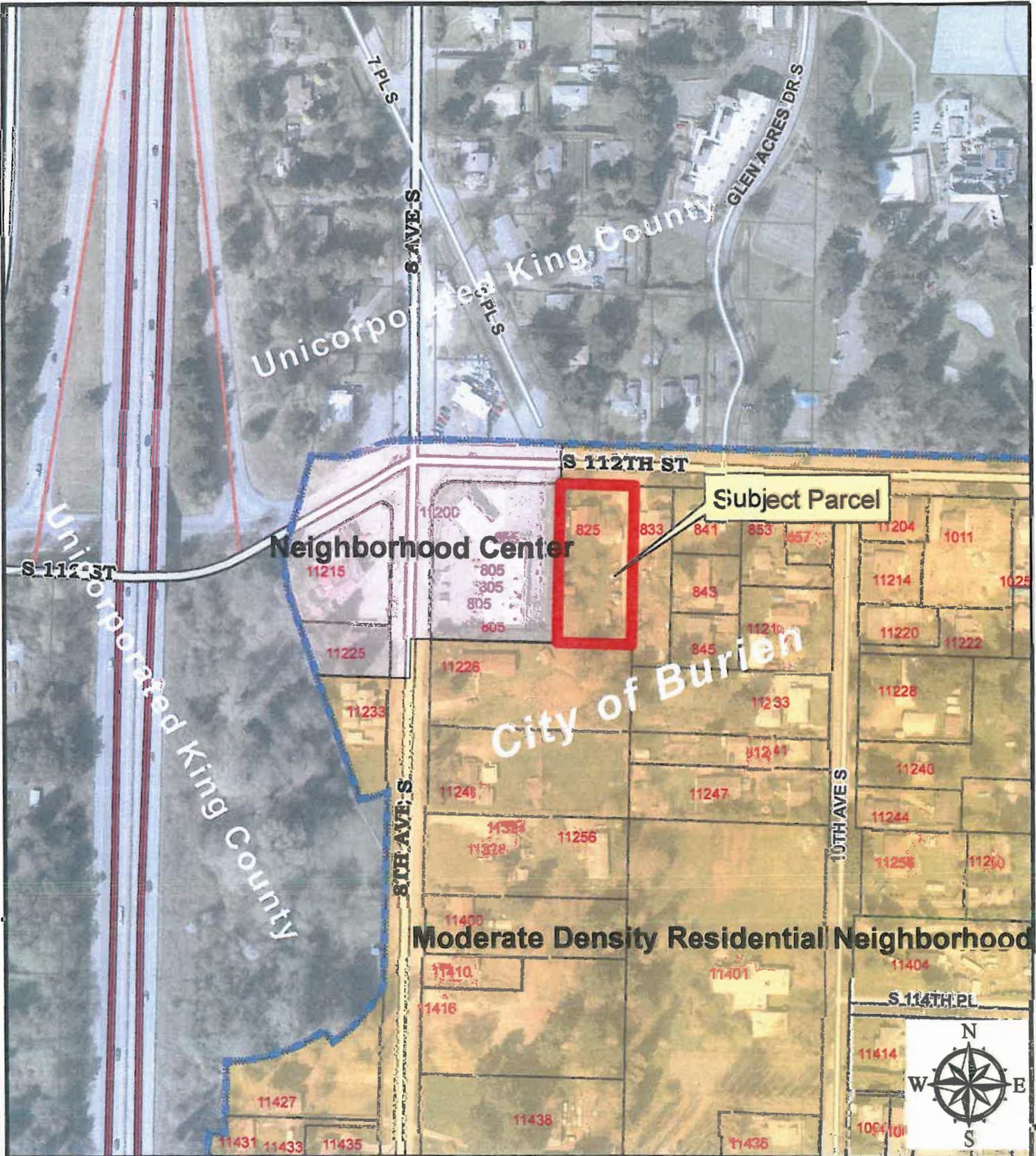
- 1 - Vicinity Map
- 2 - Submitted Application Materials
- 3 - Figure 2 LU-3, Commercial Nodes
- 4 - Public Comments (no written comments were received)



# Morton Comprehensive Plan Map Amendment Request

File No. PLA 16-0451

## Vicinity Map







# Burien

Washington, USA

## Comprehensive Plan Amendment Request

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

<u>Amendment Type</u>	<u>Reference Number</u> (staff will assign)
<input checked="" type="checkbox"/> Map amendment	PLA 16-0451
<input type="checkbox"/> Text amendment	

<b>APPLICANT INFORMATION</b>			
Name: <u>So Yong Morton</u>	Company:	Daytime Phone: *	
Mailing Address: *		E-mail: *	
Contact person: <u>Gerald F. Robison</u>	E-Mail: <u>Jerry</u>	Daytime Phone: *	
Property owner: <u>So Yong Morton,</u> <u>Robert Moore, James Moore</u>	<u>@grobisonlaw.com</u>	Daytime Phone: *	
Mailing Address: *	E-Mail: *		

<b>SITE INFORMATION (if applicable)</b>			
Site Address: <u>825 S. 112<sup>th</sup> St.</u>	Parcel Number: <u>336140-0005</u>		
Existing Zoning District: <u>RS 7200</u>	Existing Comprehensive Plan <u>Mod Density Res.</u>		
		Requested Plan designation: <u>NC</u>	
Number of Acres: <u>.6</u>	Current Land Use: <u>S.F. Res.</u>		
Critical areas present: <input type="checkbox"/> Wetlands <input type="checkbox"/> Streams <input checked="" type="checkbox"/> Critical Aquifer <input type="checkbox"/> Landslide Hazard Area <input type="checkbox"/> Fish & Wildlife <u>Aquifer Recharge Area</u>			
Brief description of proposal (attach additional sheets if necessary): <u>* direct all contact through Gerald F. Robison, 648 S. 152<sup>nd</sup>, #7</u> <u>Burien, WA 98148</u> <u>(206) 243-4219</u>			
<u>Amend map from Residential to NC.</u> <u>See attached</u>			

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CITY OF BURIEN

### SIGNATURE

I, So Yong Morton, declare that I am the owner of the property involved in this application, and that the foregoing statements and answers herein contained and the information herewith submitted are in all respects true and correct to the best of my knowledge and belief. I designate Gerald F. Robison to act as my agent with respect to this application. I agree to reimburse the City of Burien for the costs of professional engineers and other consultants hired by the City to review and inspect this proposal when the City is unable to do so with existing in house staff.

Dated: 2-22-16

Signature: [Handwritten Signature]

Application for Amendment of Comprehensive Plan Map, Attachment to Comprehensive Plan Amendment Application.

**Description of Request:**

Property owners desire to amend the comprehensive plan map so that the property they own at 825 S. 112<sup>th</sup> St., which is the subject of this application and is currently designated at Moderate Density Residential, has the same comprehensive plan designation as the adjoining property they own at 805 S. 112<sup>th</sup> St., which is designated Neighborhood Center.

The applicants bought the subject property after the previous owner complained that operation of the gas station and convenience store on their adjoining property interfered with his ability to enjoy his home.

**Description of the property:**

The subject property is located 300 feet east of 8<sup>th</sup> Ave. S., on the south side of S. 112<sup>th</sup> St.. It is 112.5 feet wide by 236 feet deep, a total of 26,550 square feet (0.60 acre), sloping gently upward to the south from the street. At present the property is a typical large suburban residential lot, with a single family home.

**Description of the neighborhood:**

The property is located in the northwest corner of the Boulevard Park neighborhood, adjacent to the neighborhood center located at the intersection of 8<sup>th</sup> Ave. S., S. Glendale Way and S. 112<sup>th</sup> St., on the northern boundary of the City of Burien. In Burien, the neighborhood center presently includes the adjoining property, which is improved with a gas station/ convenience store and small strip mall that includes two restaurants, a beauty salon and a party store. On the west side of 8<sup>th</sup> Ave S., the neighborhood center includes a former gas station that is now a fruit and vegetable store, and an adjoining house that was rezoned a few years ago to allow for possible future re-development of the property. Across the City limits there is an auto repair shop (in an old gas station) and a convenience store.

The adjoining neighborhood is entirely residential. The 2010 census indicates a population of about 7,000 people within three quarters of a mile from the property (including areas of Burien and unincorporated King County). The Glenacres Condominiums are directly across the street, in unincorporated King County. Otherwise, the immediate neighborhood is mostly single family residential, with large apartment complexes about three quarters of a mile to the north, and smaller apartment complexes a similar distance to the east. The next nearest commercial/retail/office areas are located about a half mile west along First Avenue S. (separated from the Boulevard Park neighborhood by Highway 509), and nearly a mile east on Des Moines Memorial Drive S.

The property has frontage on S. 112<sup>th</sup> St., which is an east-west collector arterial, which connects on the west to 8<sup>th</sup> Ave. S. (a north-south collector arterial, 300 feet from the property), SR 509 (northbound only, a freeway about 600 feet away from the subject property), and First Ave. S. (a principal arterial about one half mile away from the property), and on the east to Des Moines Memorial Drive S. (a minor arterial about three quarters of a mile away). A sidewalk

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PLA-16-0451

runs along Glendale Way and S. 112<sup>th</sup> St., from SR 509, past the property and continuing all the way to Des Moines Memorial Drive S.

Metro bus route 128 passes the subject property with an eastbound stop about 200 feet west of the property and a westbound stop about 300 feet east of the property. The schedule calls for 40 eastbound and 37 westbound buses per day on weekdays, and 36 buses each way on Saturdays and Sundays, with buses every 20 minutes or so during the peak commute times.

**Discussion of Comprehensive Plan Amendment Criteria:**

**A. Best means for meeting an identified public benefit:**

Goal BU.1. Calls for the City to, "Provide a broad range of attractive and strategically located business activity centers/nodes that serve as focal points for employment, commerce and culture for their adjacent residential neighborhoods ...".

Policy BU 1.2. Calls for the city to, "Provide areas for businesses that serve neighborhoods ..., and minimize traffic congestion, visual and other impacts on the surrounding residential areas."

Policy BU 1.3. Provides that the NC designation should allow for relatively small areas that provide limited scale convenience goods and services to serve the everyday needs of the surrounding single family neighborhoods or to provide locally based employment opportunities, and that customers and employees are encouraged to walk rather than drive to these areas.

Policy LU 1.5. Calls for expanding Burien's economic base by attracting the types of economic activities that best meet the needs and desires of the community, while protecting well established residential areas from encroachment by incompatible non-residential uses.

Policy LU 1.7. Calls for the recognizing the rights of individuals to use and develop private property in a manner consistent with City regulations.

The meaning of "identified public benefit" is not clear in the comprehensive plan, but the plan does call for development of services in nodes that serve the surrounding residential areas with limited scale convenience goods and services, and attracting businesses that meet the needs and desires of the community.

In this case, the property is adjacent to an existing node that satisfies many of those needs and desires, but does not provide, for example, any professional office space, medical or dental office space, assisted living facilities or formal day care,. Those needs are not in fact adequately provided for anywhere within a mile or more from this location, leaving most of the several thousand residents in the area to travel a mile or more to reach such services.. Nor is there any room to add such facilities in the existing node without taking away one or more of the existing services that are provided there.

Expanding the existing node to include the subject property is the best way to meet the need for local facilities in the Boulevard Park neighborhood.

**B. The proposed amendment is consistent with the GMA, PSRC plans, KCCPP and Burien CP:**

The Growth Management Act, RCW 36.70A.020, sets out 13 planning goals, and those planning goals inform all the other planning documents. Not all of those are relevant to the present application, but this application is consistent with those that are relevant.

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The 1<sup>st</sup> and 2<sup>nd</sup> goals seek to encourage development in urban areas and reduce urban sprawl. The requested amendment will allow one residence on a large lot to be replaced with a much more urban business use. This application is consistent with those goals.

The 3<sup>rd</sup> and 4<sup>th</sup> goals don't apply to this application.

The 5<sup>th</sup> goal encourages economic development that is consistent with adopted comprehensive plans, promotes the recruitment of new businesses and encourages growth in areas experiencing insufficient economic development. This application is consistent with the adopted comprehensive plan, will make space available for a new business in area that is currently under served, and will encourage new economic development in an area that has not experienced economic growth in decades.

The remaining goals are not relevant to this application.

C. The proposed amendment will result in a net benefit to the community:

When the property is redeveloped Burien will lose the one old single family home that is now on the property, and the possible two additional homes that could be added by short platting under the present zoning. An inconsequential affect on the supply of housing in Burien.

The proposed amendment will allow redevelopment that will bring services to the neighborhood that are not presently available there.

The benefit to the community from adding services not now available, plus the benefit to the City as a whole of increasing economic activity and tax revenues, substantially outweighs the loss of one existing and two potential single family homes.

On a smaller scale, the former owner of the existing house complained that the lights at the gas station, and the noise of cars coming and going interfered with his peaceful enjoyment of his home. This proposal would eliminate the future possibility of locating single family homes next to the gas station.

D. The revised Comprehensive Plan will be internally consistent:

The proposed map amendment will revise only the map, not the Comprehensive Plan. As discussed elsewhere in this application, the map amendment is consistent with the comp plan.

E. The capability of the land can support the projected land use:

The property is in an aquifer recharge area, but otherwise is not in any critical area that would bar development for a use consistent with the NC zone. The land rises very gently from the street to the back of the property. There are no areas of standing water on the property. There is no question that the land can support any use that would be allowed in the NC zone.

F. Adequate public facility capacity to support the projected land use exists, or can be provided by the property owner:

The property has 112.5 feet of frontage on a collector arterial with curbs, storm drainage and a sidewalk fronting the property, close by another arterial (8<sup>th</sup> Ave. S.), and SR 509.

Even though the subject property is not presently connected to the sanitary sewer, the applicant has previously extended the sewer main to the abutting property on the west side of the subject property. That sewer was installed with the intention that it will also serve the subject

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property when it is redeveloped.

All other utilities are available in the street.

G. The proposed amendment is compatible with nearby uses:

To the west, the subject property abuts a retail commercial property, with a gas station/convenience store, two small restaurants, and two other businesses. The proposed office/service use on the subject property is compatible with that use.

To the south and east, the subject property abuts single family residences. The proposed use will be more compatible with those uses than the present use is with the existing retail development to the west. There will be no gas station built on the property, and the two convenience stores already located in the business node will certainly preclude the addition of another convenience store. The most likely development on the site will be an office use of some kind which will have little or no impact on neighboring residences. Any impact such development might otherwise have on neighboring residences will be mitigated or eliminated by the buffers, landscaping, and other development requirements that will be imposed on any development under the Burien zoning code.

Across the street to the north, in unincorporated King County, there are single family homes, and the Glenacres condominiums and golf course. The subject property will have little or no impact on those uses (other than providing a new service for the residents) and is compatible with those uses.

H. The proposed amendment will not prevent the City from achieving its GMA population and employment targets:

The loss of one existing single family home and two potential building sites will not affect the City's ability to achieve its population target.

The addition of new office or retail space will enhance the City's ability to achieve its employment target.

I. Conditions have changed since the property was given its present Comprehensive Plan designation so that the current designation is no longer appropriate and or the map change will correct a Comprehensive Plan designation that was inappropriate when established:

The present Moderate Density Residential designation was carried over from King County's designation after the area was annexed into Burien. It seemed appropriate at the time since the property was used as a single family residence, had long been zoned single family, and there was no request at the time for a different designation. But, even though it seemed appropriate at the time, it probably was not.

Since King County originally designated the subject property as single family the area has gained population, with large condominium and apartment complexes to the north, and more homes to the south and east, without adding any new office or retail designated areas. King County granted permits for construction of the present gas station/convenience store/strip mail abutting the west side of the subject property, a use that is more intensive than the old gas station that was located there previously, without changing the designation of the subject property even though it abuts the property on which the County allowed a much more intensive use.

Conditions had changed since the single family designation was first established, such that it was no longer appropriate when the property was annexed into Burien, but because no one requested a change, the County had not changed it. The applicant did not own the subject property at that time, so she could not make such a request. The man who owned the subject property at the time did not request a change. In the absence of any request for a change, the City did not study the appropriateness of the single family designation for that individual parcel when it converted the County's designations under the Burien Comprehensive Plan and Zoning Code. So, even though the single family designation was not appropriate even then, it became the city's designation for the property.

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**SUPPLEMENTAL ATTACHMENT TO APPLICATION**  
**Application of So Morton regarding property located at 825 S. 112<sup>th</sup> St.**

Discussion of evaluation criteria set forth in Burien Comprehensive Plan Policy BU 1.3

1. The subject property is located in the low intensity commercial node located at the intersection of S. 112<sup>th</sup> St. and 8<sup>th</sup> Ave. S. Figure 2LU-3, Comprehensive Plan.
2. The surrounding residential area is designated as Moderate Density Residential. City of Burien Comprehensive Plan (Map LU-1), Revised by ORD. 630 - Effective January 5, 2016.
3. The subject property is on a General Bikeway. Figure 15, Transportation Master Plan, May 2012.
4. The subject property is located on Metro Transit route 128, with east and west bound stops within 300 feet of the property. The Metro schedule indicates transit frequency of about 21 minutes during peak transit times. Figure 4, Transportation Master Plan, May 2012, includes the subject property on a transit route having Peak Transit Frequency of 21-30 minutes.
5. The only designation affecting the subject property is an Aquifer Recharge Area. Figure 2-EV1 - Sensitive/Critical Areas Map, Burien Comprehensive Plan, December 2012
6. The subject property has street frontage on S. 112<sup>th</sup> St., which is designated as a Collector Arterial in Figure 2, Transportation Master Plan, May 2012.
7. The subject property is located on a street that has pedestrian and non-motorized connections.

The sidewalk on S 112<sup>th</sup> St., fronting the subject property, runs from SR 509 to Des Moines Memorial Drive S., where it connects to sidewalks on Des Moines Memorial Drive S. and S. 120<sup>th</sup> St., which in turn connect into the City's general system of sidewalks. Figure 5, Transportation Master Plan, May 2012.

The existing sidewalk connects to a nearby Pedestrian Activity Center near the eastern edge of the subject property. Figure 14, Transportation Master Plan, May 2012.

The subject property is located on a General Bikeway that connects to the west with other General Bikeways at 8<sup>th</sup> Ave. S., 4<sup>th</sup> Ave. SW, and 26<sup>th</sup> Ave SW, and to Neighborhood Bikeway at 8<sup>th</sup> Ave. SW. It connects to with Existing Bicycle Lanes on Des Moines Memorial Blvd S., and S. 120<sup>th</sup> St., and Neighborhood Bikeway at Roseburg Ave. S. Through those connections the subject property connects to every Bicycle Priority Route in the City. Figure 15, Transportation Master Plan, May 2012.

PLA-16-0451

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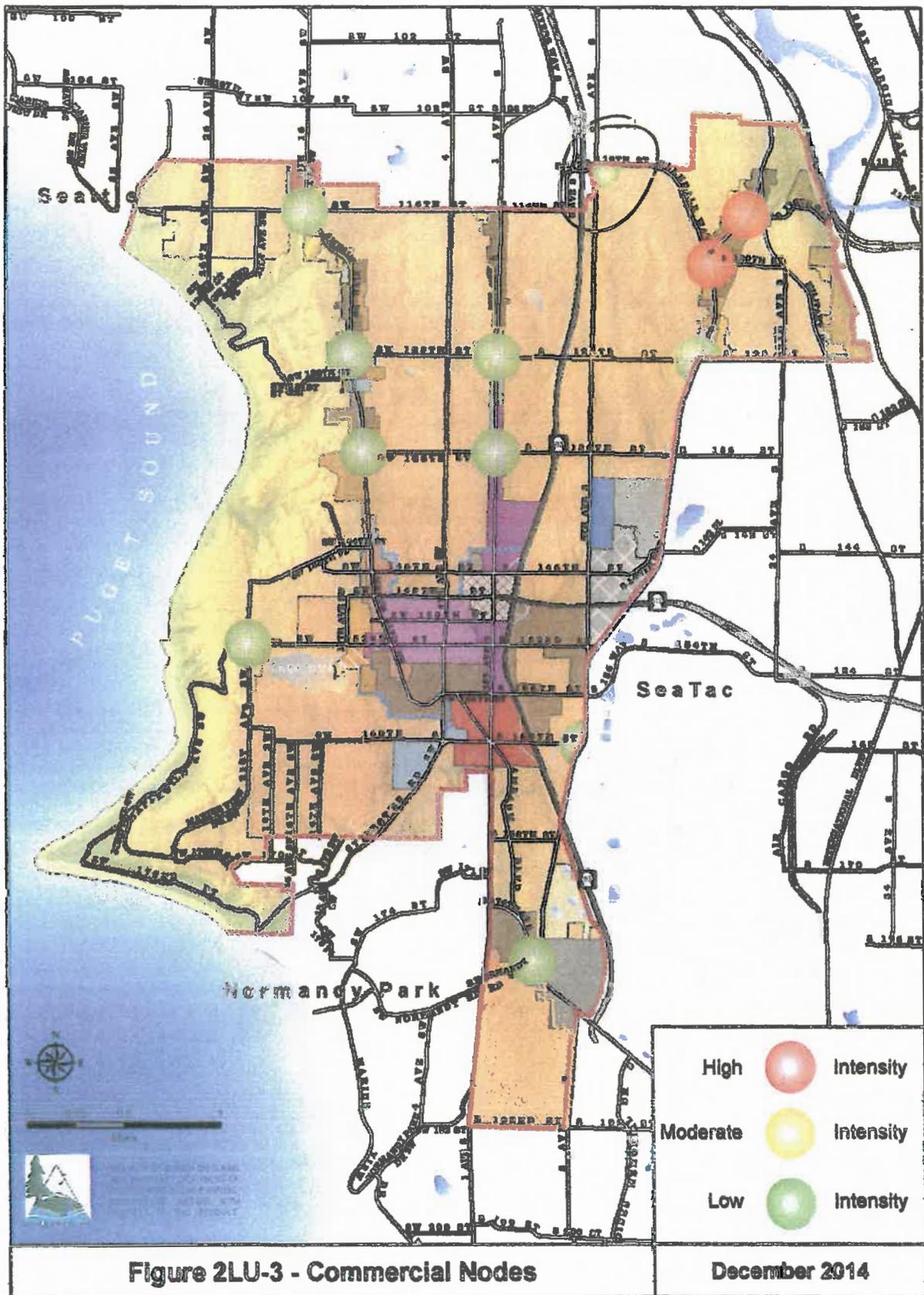
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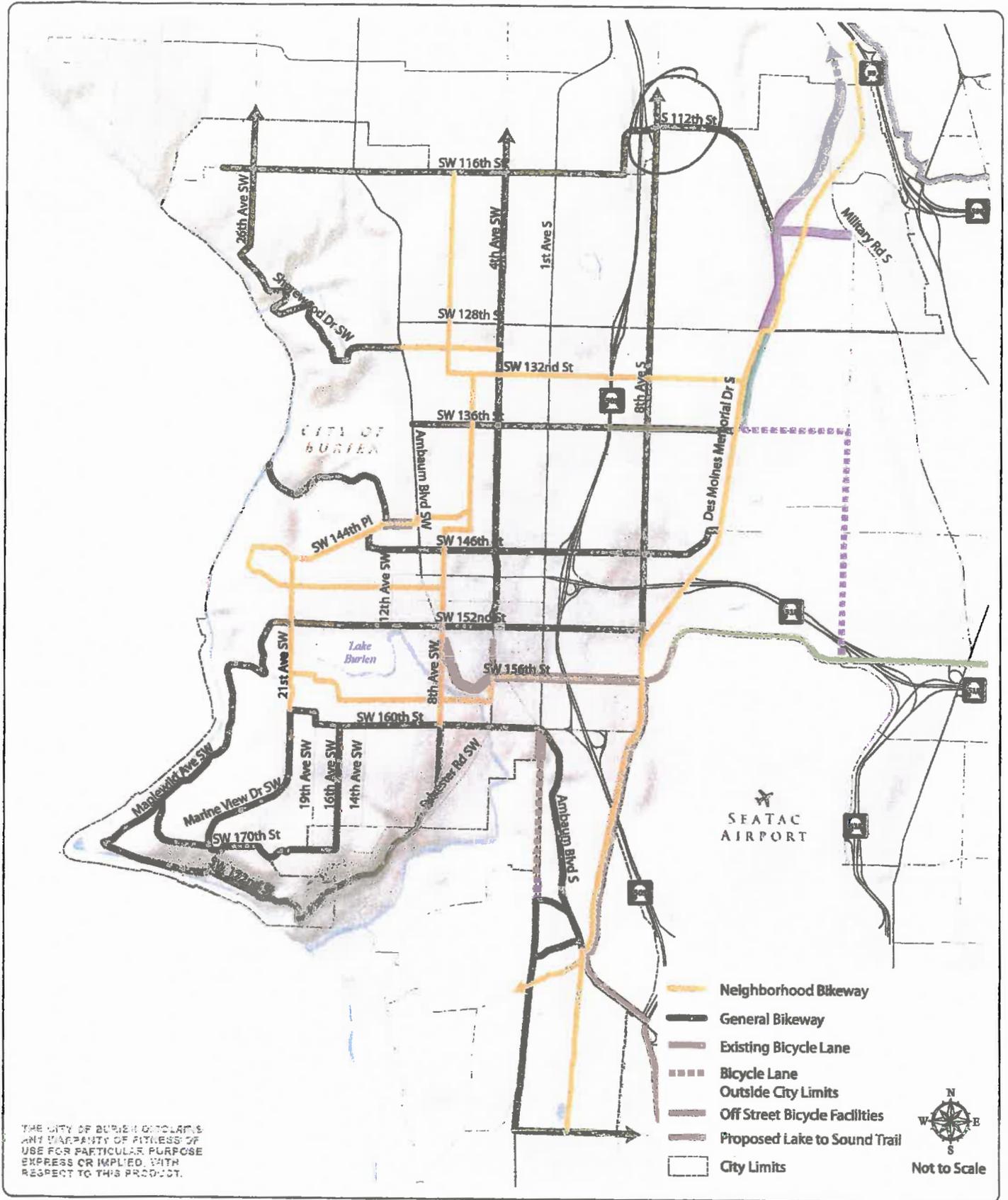


**Figure 2LU-3 - Commercial Nodes**

**December 2014**

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 Last updated 10/8/2014  
 By: fernandd





**FEHR & PEERS**

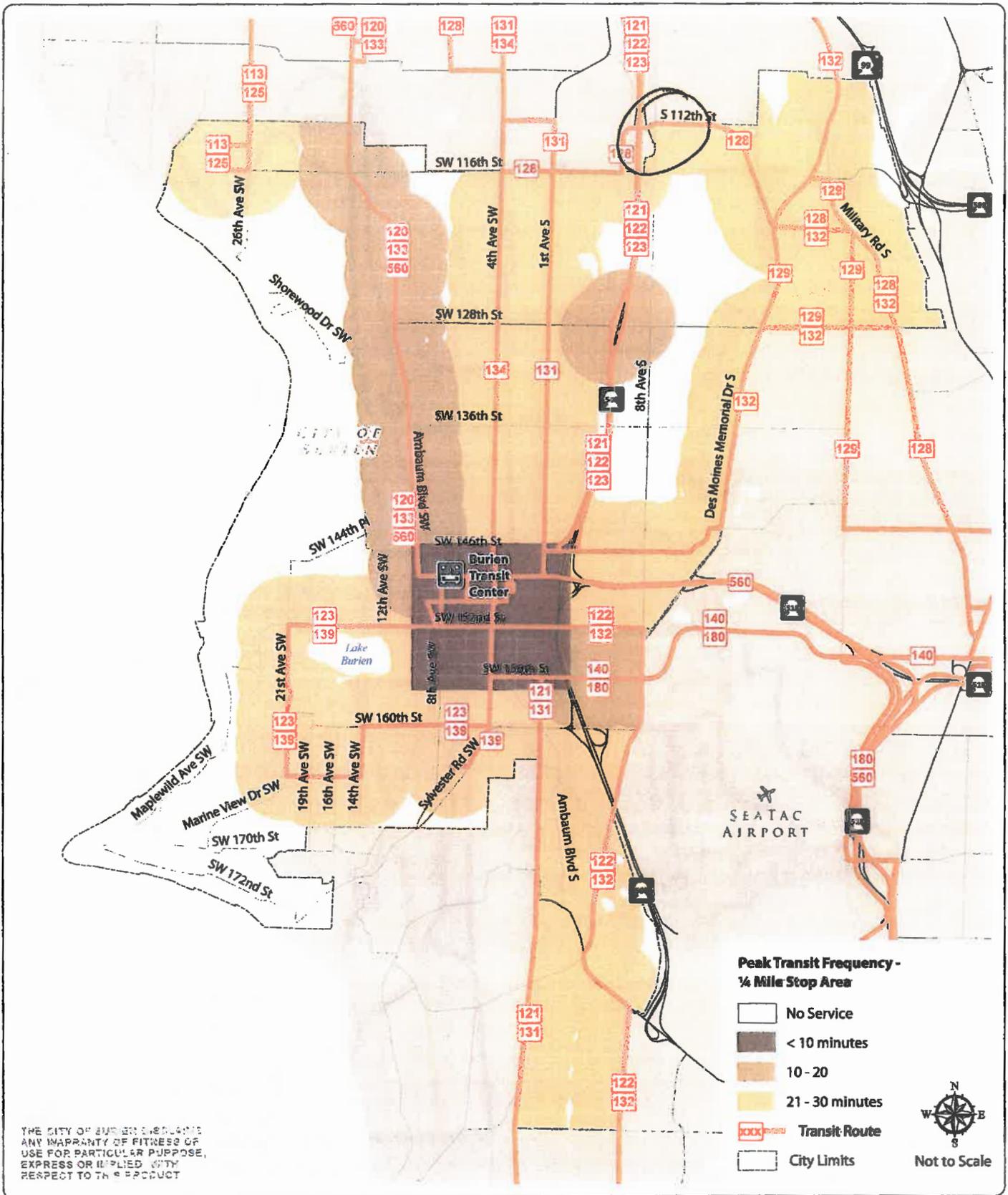
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Last Updated: January 2012

Update By: T Ryan

**BICYCLE PRIORITY ROUTES**

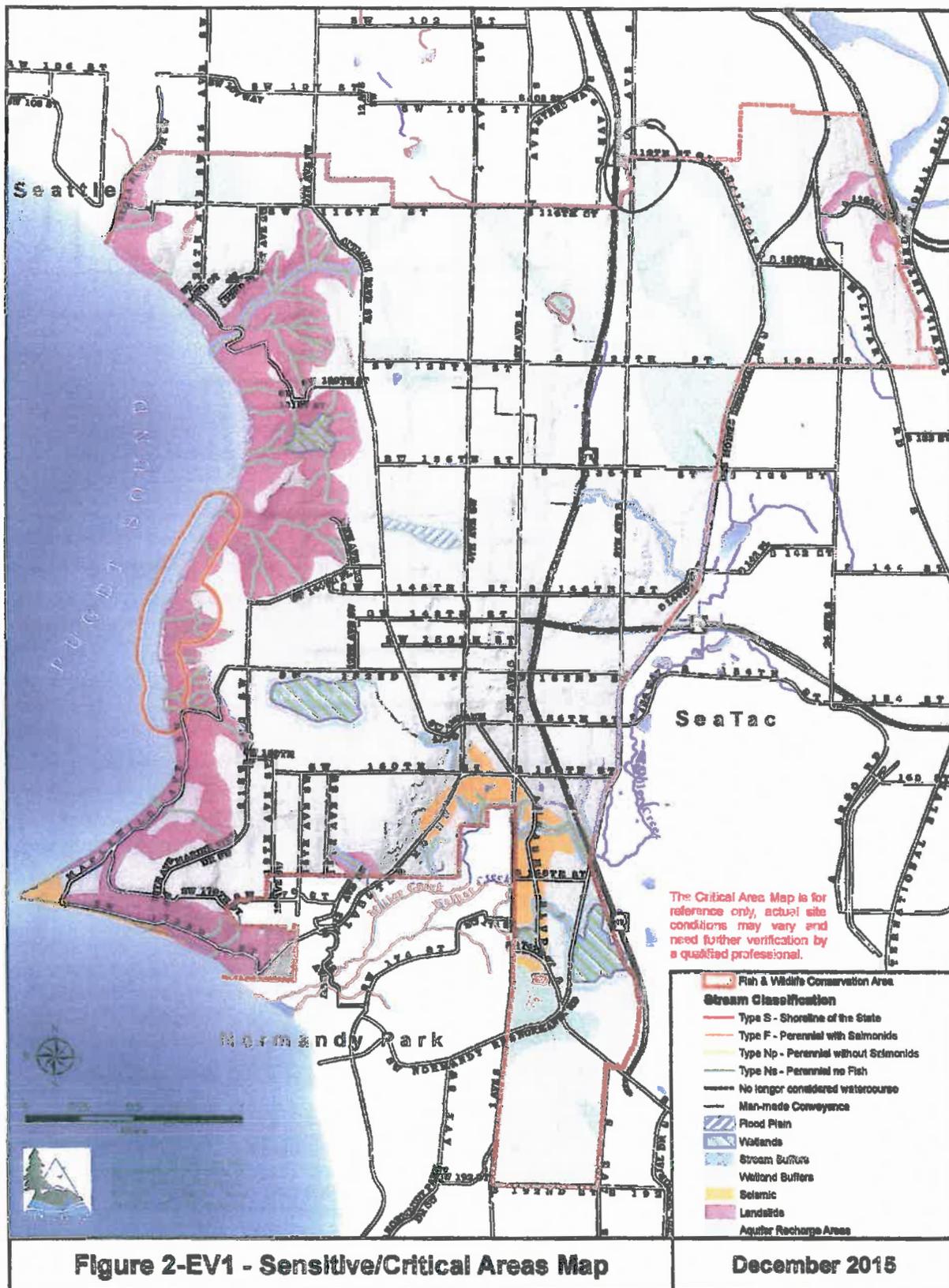
**FIGURE 15**



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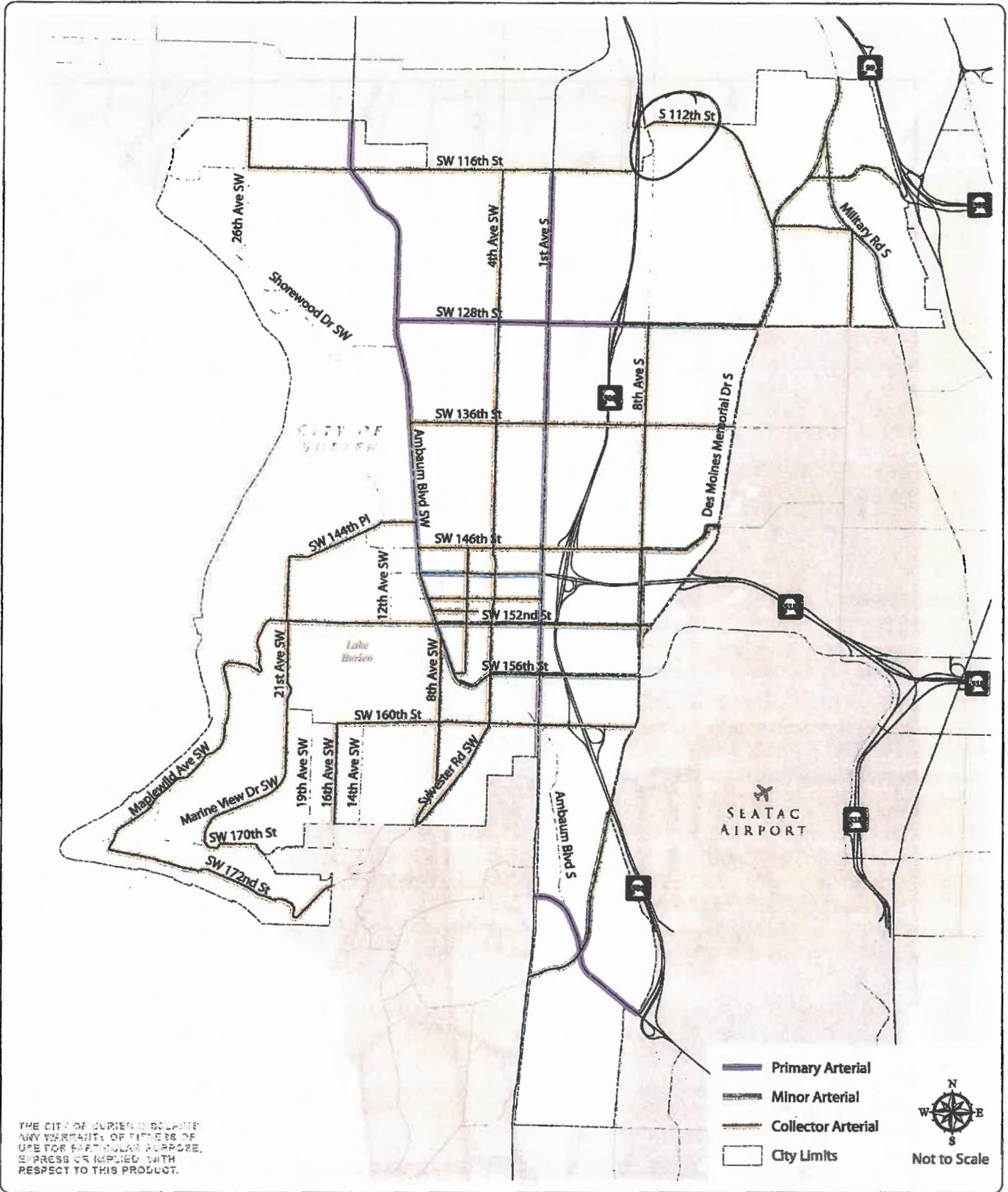
**FEHR & PEERS**



**Figure 2-EV1 - Sensitive/Critical Areas Map**

**December 2015**

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 Last updated: 8/17/2015  
 By: fernando



**FEHR & PEERS**

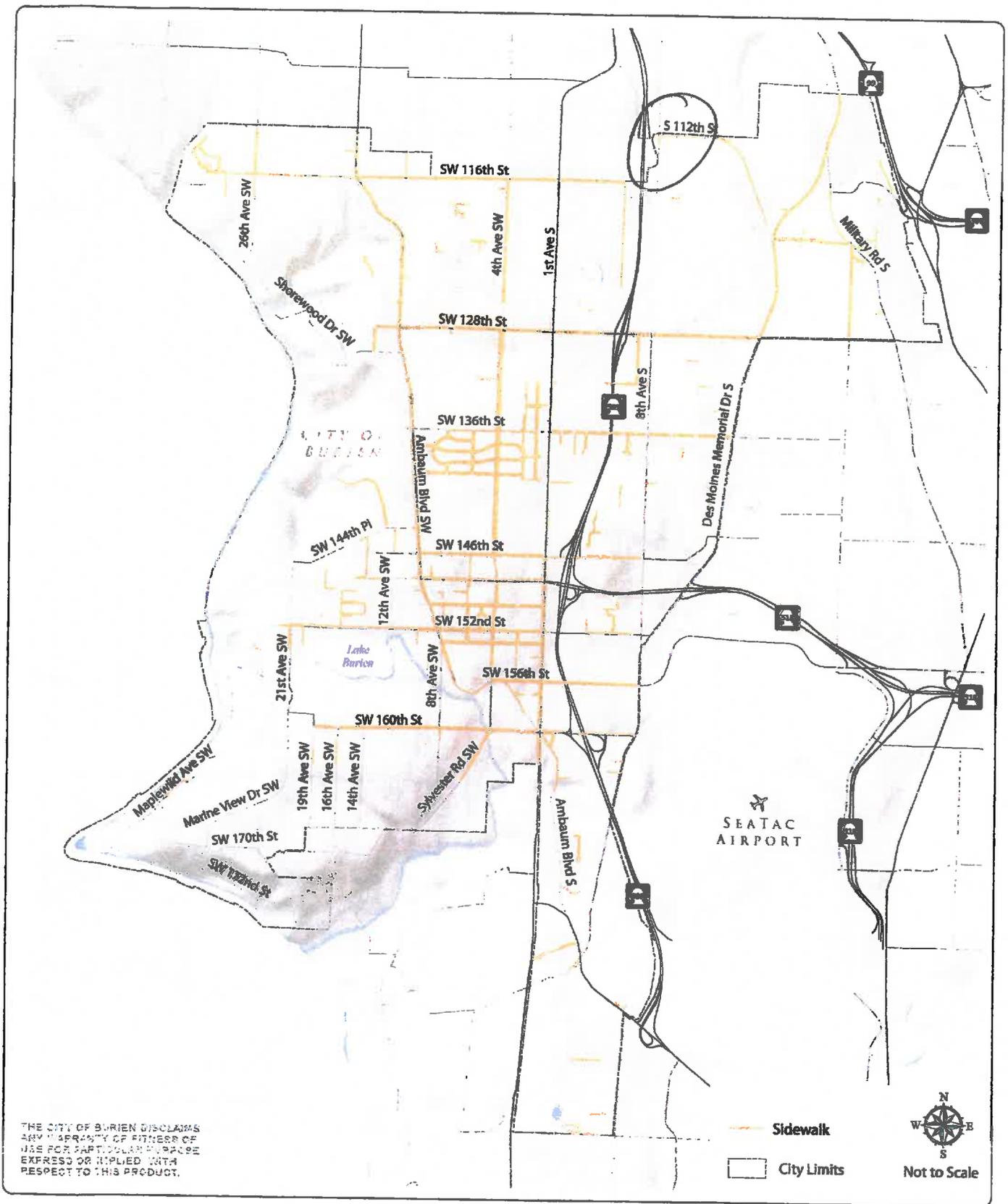
**ROADWAY FUNCTIONAL CLASSIFICATION**

**FIGURE 2**

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Last Updated: January 2012

Update By: T. Rysen

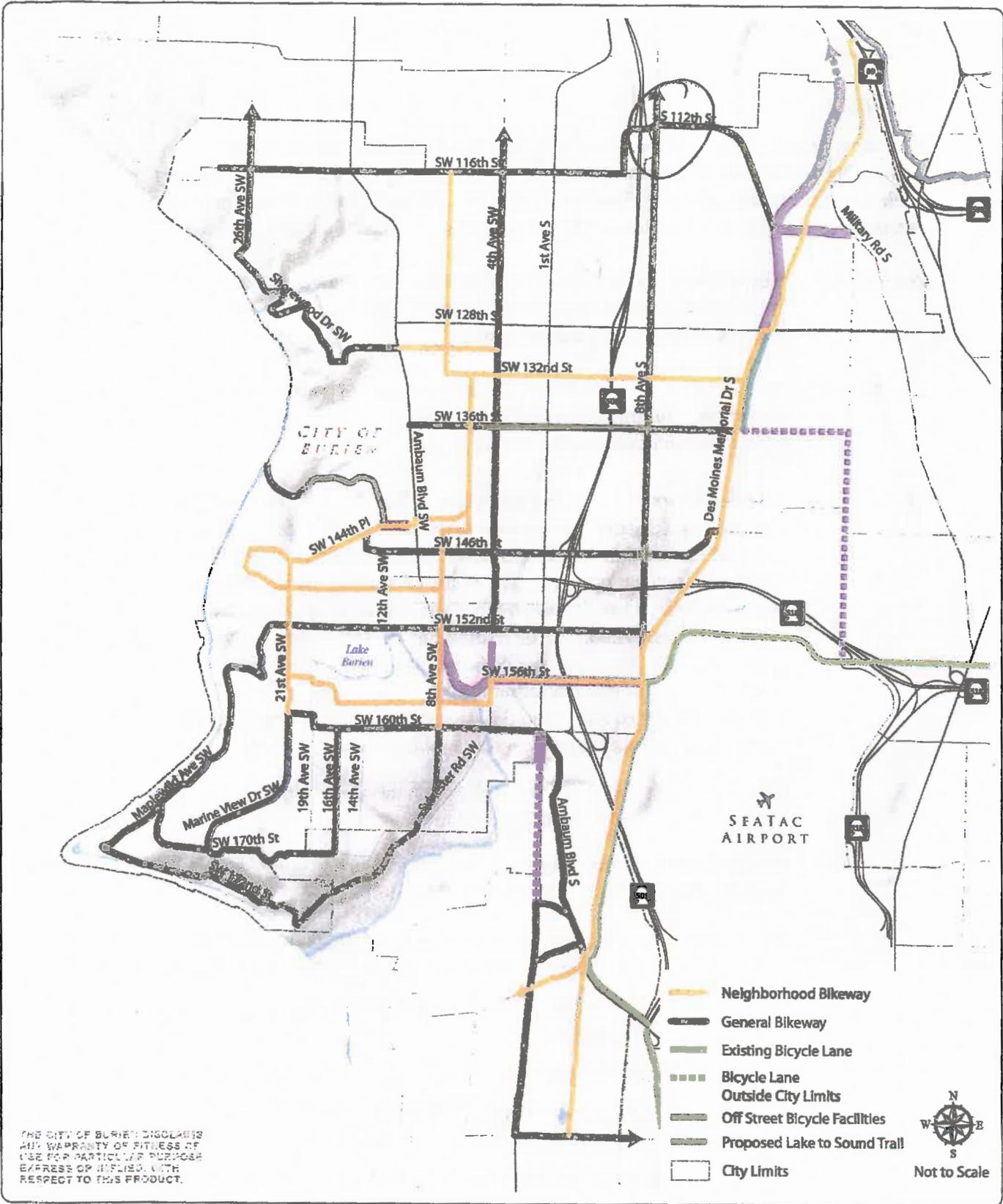


**FEHR & PEERS**

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 Last Updated: January 2012  
 Update By: T Rysen

**EXISTING SIDEWALKS**  
**FIGURE 5**





**FEHR & PEERS**

**BICYCLE PRIORITY ROUTES**

**FIGURE 15**

## **Business**

### **Goal BU.1**

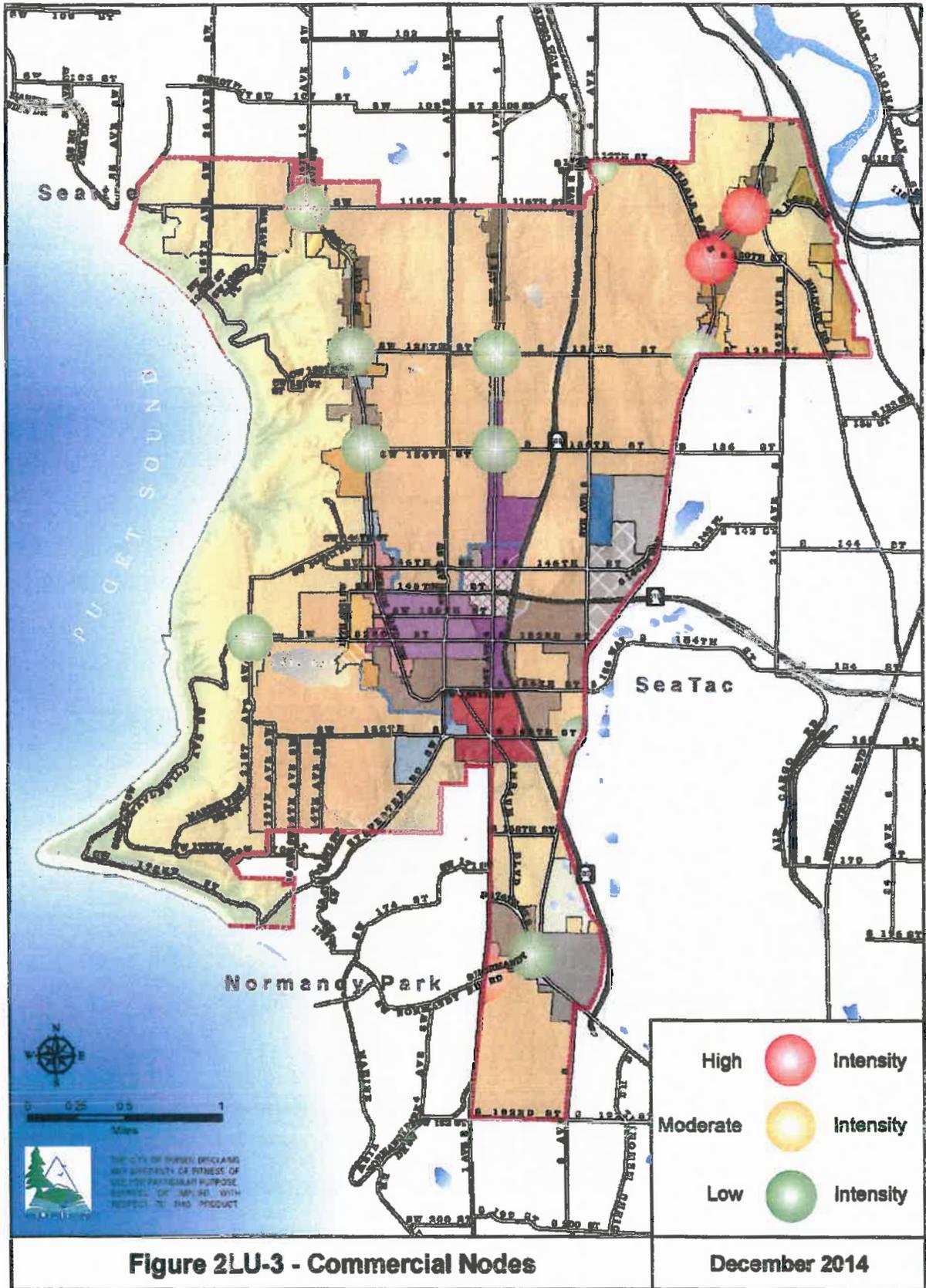
***Provide a broad range of attractive and strategically located business activity centers/nodes that serve as focal points for employment, commerce and culture for their adjacent residential neighborhoods and the greater Burien area. The scale and intensity of uses at these locations shall be compatible with Burien's vision.***

- Pol. BU 1.1 Allow home occupations in residential areas as an accessory use if they are compatible with adjacent residential uses and do not change the home's residential character.
- Pol. BU 1.2 Provide areas for businesses that serve neighborhoods, the community and the region, and minimize traffic congestion, visual, and other impacts on the surrounding residential areas.
- Pol. BU 1.3 The *Neighborhood Center* designation allows for relatively small areas that provide limited scale convenience goods and services to serve the everyday needs of the surrounding single family neighborhoods or to provide locally based employment opportunities, while protecting the desired neighborhood character. Mixed use development up to 12 dwelling units per acre is allowed at these locations. Mixed use developments contain a commercial or office presence while also providing opportunities for people to live near services and/or a choice of transportation modes. These neighborhood focal points should be designed and located so that customers and employees are encouraged to walk rather than drive to these areas.

This Comprehensive Plan land use designation is implemented by the Neighborhood Center zoning designation.

***Designation Criteria:*** Properties designated for *Neighborhood Center* uses should reflect all of the following criteria:

1. Areas are located at low intensity commercial nodes (shown on Figure 2 LU-3, Commercial Nodes) adjacent to residential neighborhood(s).
2. Adjacent residential designations shall predominately be Moderate Density Residential.
3. Areas shall be located on an identified general bikeway.
4. Areas are located within 1/8 mile of a transit route with a peak transit frequency of at least 21-30 minutes.
5. The area does not have critical areas, except aquifer recharge areas.
6. Areas are located adjacent to or have direct access to an arterial.
7. The area is located in sections of the city that have or are planned to have pedestrian or other non-motorized connections.



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 Last updated: 10/8/2014  
 By: fernandol



**CITY OF BURIEN, WASHINGTON  
MEMORANDUM**

**DATE:** October 3, 2016

**TO:** Burien Planning Commission

**FROM:** David Johanson, AICP, Senior Planner

**SUBJECT:** Comprehensive Plan Miscellaneous Amendments, Introduction.

---

**PURPOSE**

The purpose of this agenda item is to introduce to the Planning Commission proposed miscellaneous amendments to the comprehensive plan. The presentation at the meeting will serve as an introduction to the plan amendments.

**BACKGROUND**

The City of Burien adopted its first Comprehensive Plan in 1997 and in 2014 the City completed a major update to the plan in order for it to be consistent with updates to the Growth Management Act, regional planning and county planning documents. Based on recommendations by the Planning Commission, on April 18, 2016 the City Council passed resolution No. 370 establishing the 2016 Comprehensive Plan Amendment Docket and Work Program.

**PROPOSED AMENDMENTS**

The following is a list of proposed amendments followed by a brief description of the item and the rationale.

**1. Update Figure TR 2.5, Primary Truck routes (docket item No. 4).**

The figure is being proposed to be amended because the City has adopted Ordinance No. 633 which amended the Primary truck route map. The ordinance was adopted in December of 2015. The revised map will align the comprehensive plan with the adopted ordinance. Please see Attachment 1.

**2. Include supporting policy regarding school impact fees.**

Earlier this year the Planning Commission recommended to the City Council that in cooperation with the Highline School District the City initiate collection of school impact fees when new dwelling units are created within Burien.

The Growth Management Act (GMA), as codified at Chapter 36.70A RCW and RCW 82.02, authorizes cities planning under GMA to assess, collect, and use impact fees to pay for capital projects related to public facilities needed to accommodate growth. School impact fees are one mechanism to charge and collect fees to ensure that all new residential development bears its proportionate share of the capital costs of school facilities reasonably related to new development and ensure the availability of adequate school facilities at the time that new development occurs.

School impact fees must be based on a capital facilities plan, which is developed by the school district, approved by the school board. The Highline School District Board adopted their latest Six-Year Capital Facilities Plan, 2016 – 2021, on June 22, 2016. At the July 13<sup>th</sup> Planning Commission meeting school

district representatives made a presentation on the HSD Capital Facilities Plan, which forms the basis for the proposed school impact fee and why a districtwide need exists for school impact fees on new residential development.

The school district's plan must be adopted by reference as a part of the Burien's capital facilities element of the Comprehensive Plan. The current capital facilities plans contains related and supportive goals and policies regarding the principle that growth pays for growth.

The overarching comprehensive plan goal that is most closely related to the proposed new policy is as follows.

***Goal CF.7***

***Utilize all available capital improvement revenues to finance facilities to meet the community's need as established in this comprehensive plan.***

The Comprehensive Plan also contains supportive policy language.

Pol. CF 1.4 - The City should require new development to finance the facilities needed to support the development wherever a direct connection (known legally as a nexus) of benefit or impact can be demonstrated.

This action is being undertaken to provide the needed policy support for the school impact fee program. The following is suggested language providing required comprehensive plan policy support for the program.

***Pol. 8.0*** ***The Highline School District's capital facilities plan, as amended yearly, is adopted by reference as Appendix 6.3 of this Comprehensive Plan for the purpose of providing a policy basis for collection of school impact fees.***

**ACTION**

**No formal action is necessary at this time.**

Staff is requesting that the Planning Commission review and discuss the information provided in the staff memo.

**NEXT STEPS**

A public hearing is scheduled for your October 26<sup>th</sup> meeting after which we will continue discussions regarding the proposed amendments. Ultimately the Planning Commission will make a recommendation on proposed plan amendments to the City Council.

**Attachments:**

- 1) Ordinance No. 633 (Providing for Truck Routes)
- 2) Figure TR 2.5, Primary Truck Routes

**CITY OF BURIEN, WASHINGTON  
MEMORANDUM**

**DATE:** October 3, 2016  
**TO:** Planning Commission  
**FROM:** David Johanson, AICP  
Senior Planner  
**SUBJECT:** Introduction to 2016 Comprehensive Plan Map Amendments.

---

**PURPOSE/REQUIRED ACTION**

The purpose of this agenda item is to introduce and have a discussion regarding the proposed 2016 Comprehensive Plan map and rezone amendments.

Staff will present an overview of the one map request and summarize the criteria that is used to evaluate map change requests. The recommendation report will be provided at your next meeting. Attached you will find a packet for the proposed map amendment containing the applicant's request (see Attachments 1 and 2) along with list of the applicable review criteria (see Attachment 3).

**LEGISLATIVE DECISION**

The map amendment request is being split into two separate processes. The first step will be to consider the comprehensive plan map amendment request, which is a legislative action. Planning Commissioners may have "Ex Parte Contact" during this step in the process. If the result of the comprehensive plan process is a change in the land use designation the second step in the process will commence.

The second step constitutes a quasi-judicial decision and therefore Planning Commission members should not discuss this pending land use application with opponents or proponents of the proposal. This type of contact is called "Ex Parte Contact" and it may violate the Appearance of Fairness doctrine, which was created to ensure that decision makers act without bias when deciding land use requests. If needed, the second step in the process will commence in early 2017.

**BACKGROUND**

The Planning Commission recommended the 2016 docket to the City Council on March 9, 2016. The City Council adopted the 2016 Comprehensive Plan Docket on April 18, 2016 (Resolution No. 370).

**PLAN AMENDMENTS**

Staff is in the process of preparing a recommendation report analyzing the proposed amendments based on the applicable criteria both in the zoning code and comprehensive plan. The report will include a staff recommendation.

**PLANNING COMMISSION ACTION**

No action is necessary at this meeting.

**ATTACHMENT 3**

## **NEXT STEPS**

A public hearing on 2016 Comprehensive Plan map and rezone amendments is scheduled for your next meeting on October 26, 2016.

If you have any questions before the meeting, please contact David Johanson at (206) 248-5522 or by e-mail at [david@burienwa.gov](mailto:david@burienwa.gov).

### **Attachments:**

- 1. Staff Recommendation Report for PLA 16-0451, Morton Comprehensive Plan Map Amendment Request**
- 2. Comprehensive Plan Map Amendment and Rezone Request Review Criteria.**

*City of Burien*

BURIEN PLANNING COMMISSION

March 9, 2016

7:00 p.m.

Multipurpose Room/Council Chambers

MINUTES

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

- Watch the video-stream available on the City website, [www.burienwa.gov](http://www.burienwa.gov)
- Check out a DVD of the Council Meeting from the Burien Library
- Order a DVD of the meeting from the City Clerk, (206) 241-4647

**CALL TO ORDER**

Chair Curtis Olsen called the January 27, 2016, meeting of the Burien Planning Commission to order at 7:01 p.m.

**ROLL CALL**

**Present:** Jim Clingan, Butch Henderson, Joel Millar, Curtis Olsen, Amy Rosenfield, Brooks Stanfield and Douglas Weber

**Absent:** None.

**Administrative staff present:** David Johanson, senior planner; Chip Davis, Community Development Department director

**AGENDA CONFIRMATION**

**Direction/Action**

**Motion** was made by Vice Chair Rosenfield, seconded by Commissioner Millar to approve the agenda for the March 9, 2016, meeting. Motion passed 7-0.

**APPROVAL OF MINUTES**

**Direction/Action**

**Motion** was made by Vice Chair Rosenfield, seconded by Commissioner Millar, and passed 7-0 to approve the minutes of the January 27, 2016, meeting.

**PUBLIC COMMENT**

None.

**OLD BUSINESS**

None.

**NEW BUSINESS**

**A. Public Meeting: 2016 Comprehensive Plan Docket**

**B. Presentation and Discussion – 2016 Comprehensive Plan Docket and Work Program**

David Johanson, senior planner, gave a brief presentation recapping the 2016 Comprehensive Plan docket process. He noted there was public notice given of the annual amendment request deadline of March 1<sup>st</sup>. The next step is the public meeting tonight to allow the public to comment on the proposed

docket items, followed by a recommendation from the Planning Commission to the City Council on those items. By May 1<sup>st</sup>, the City Council will adopt by resolution a final docket of Comprehensive Plan amendments for consideration, thus setting the work program.

Mr. Johanson noted that this year the Comprehensive Plan amendment and rezone processes have been separated into two steps to avoid confusion previously experienced by the Commission and the City Council.

He said the City received one proposed map amendment from an individual asking to change the parcel at 825 S. 122th St. from the Moderate Density Residential Neighborhood designation to Neighborhood Commercial, which is a light-intensity commercial district. The commissioners will need to decide if the request meets the docketing criteria and therefore should be included on the docket.

**Gerald Robison, 648 S. 152<sup>nd</sup> St. #7**, representing the owner of the parcel at 825 S. 122<sup>nd</sup> St., spoke in support of the proposed amendment.

### **Direction/Action**

Commissioner Stanfield moved to recommend the City Council adopt Resolution No. 370 establishing the 2016 Comprehensive Plan amendment docket. Commissioner Henderson seconded the motion. Motion carried 7-0.

## **PLANNING COMMISSION COMMUNICATIONS**

Commissioner Stanfield reported that he participated in a couple of forums facilitated by the Highline School District in response to some of the violence that the students have been experiencing in and around The Heights apartments on Ambaum. He said he learned a lot about the apartment community from the experience, primarily that there is nothing there for youth and children to do after school. The residents do not have access to parks, gyms and other after school activities, so there is a lot of “hanging around” especially by teens and young adults. The parents say they are not feeling safe about sending their kids to Chelsea Park because of the bad element hanging out there. He said he realized the Burien community has some work to do to engage this part of the population.

## **DIRECTOR'S REPORT**

Chip Davis, Community Development director, reported that the interviews and selection process to fill the Planning Commission seats expiring this year are scheduled for the March 21<sup>st</sup> City Council meeting, with the new members taking their seats in April.

He also reported that there will be a detailed presentation to the City Council on the branding and the mobility study at the council's March 28<sup>th</sup> study session. Both are part of the economic development priorities adopted by the council for 2016.

Mr. Davis reported that more than 100 people participated over the two days of the Storefront Studio event in February related to the downtown mobility study. Concepts that came out of that event are being presented to the commissioners this evening and their comments will be added to the feedback that the consultants collected from the downtown community over the two days.

Mr. Davis asked the commissioners, when they consider parking and mobility in downtown Burien, to think about ways in which the transportation network accommodates what people in Burien want to do – how well does it support local businesses and how well does it serve visitors and residents. He said the consultant was looking at the question from at least four different perspectives: network – the system of streets, alleys, bikeways and public transportation that constitutes the transportation system in downtown; parking – the lots, on-street and private parking areas that accommodate cars and allow visitors and residents to retain access to private, individual automobiles; pedestrians and bicyclists – the people using something other than a car to get around, arriving in downtown Burien and moving through its spaces; and

natural and social systems – the role that the public realm plays in managing stormwater, creating character, and providing public spaces for individuals, families and friends.

### **STUDY SESSION**

The commission recessed into study session at approximately 7:50 p.m. to do the same exercise using maps and sticky dots that participants at the Storefront Studio event did in February.

### **ADJOURNMENT**

The commissioners returned to regular session at approximately 8:49 p.m.

#### **Direction/Action**

Commissioner Henderson moved for adjournment; Commissioner Stanfield seconded. Motion carried unanimously. The meeting adjourned at 8:50 p.m.

**APPROVED:**

*April 27, 2016*

  
Curtis Olsen, chair  
Planning Commission



*City of Burien*

BURIEN PLANNING COMMISSION  
October 12, 2016  
7:00 p.m.  
Multipurpose Room/Council Chambers  
MINUTES

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

- Watch the video-stream available on the City website, [www.burienwa.gov](http://www.burienwa.gov)
- Check out a DVD of the Council Meeting from the Burien Library
- Order a DVD of the meeting from the City Clerk, (206) 241-4647

**CALL TO ORDER**

Chair Curtis Olsen called the October 12, 2016, meeting of the Burien Planning Commission to order at 7:01 p.m.

**ROLL CALL**

**Present:** Kim Davis, Butch Henderson, Anna Markee, Kaelene Nobis, Curtis Olsen, Amy Rosenfield, and Douglas Weber

**Absent:** None

**Administrative staff present:** David Johanson, senior planner; Chip Davis, Community Development Department director

**AGENDA CONFIRMATION**

**Direction/Action**

**Motion** was made by Commissioner Henderson and seconded by Commissioner Rosenfield to confirm the agenda. Motion passed 7-0.

**APPROVAL OF MINUTES**

**Direction/Action**

**Motion** was made by Commissioner Henderson, seconded by Commissioner Rosenfield, and passed 7-0 to approve the minutes of the September 14, 2016, meeting.

**PUBLIC COMMENT**

None.

**NEW BUSINESS**

**A. Comprehensive Plan Map Amendments – Introduction and Discussion**

David Johanson, senior planner, reviewed the Comprehensive Plan amendment process and the one map amendment requested by a private party. The proposed amendment would change the Comprehensive Plan designation of one parcel from Moderate Density Residential Neighborhood to Neighborhood Center. The parcel lies adjacent to, and would join, an existing low-intensity business activity node.

Mr. Johanson then stated that the current request meets all of the criteria for a Comprehensive Plan map amendment. It also complies with the criteria for the Neighborhood Center designation. The draft

recommendation included in the packet will have some corrections made before the upcoming public hearing, but does recommend approval of the proposed land use designation change.

Vice chair Rosenfield asked for clarification of the criteria stating that the area shall be located on an identified general bikeway in order to qualify for the Neighborhood Center designation. Mr. Johanson replied that in the Transportation Master Plan there are designated bicycle priority routes. The parcel in question is located on South 112<sup>th</sup> Street, which is designated as a general bikeway; thus, the criteria is satisfied.

Chair Olsen asked for clarification about the criteria stating “The area is located adjacent to or has adequate access to a primary or minor arterial,” which is followed by the statement that the request does not satisfy that criteria. Mr. Johanson replied that the correct criteria should read “The area is has adequate access to an arterial,” in which case the parcel, located on a collector arterial, does satisfy the criteria.

Commissioner Davis asked for a definition of “critical aquifer recharge areas” as referenced in criteria #5 in the recommendation. Mr. Johanson explained that those are areas where, based on the soil types and where the areas are in relation to the aquifer, water percolating through the soil recharges the Highline aquifer. There was discussion about what kind of development can occur in a recharge area and what development regulations might be applied to protect the aquifer.

Commissioner Markee asked what the change to the Neighborhood Center designation would mean. Mr. Johanson responded with the purpose and intent statement of the correlating Neighborhood Center zoning designation and the allowed uses in that zone.

#### **B. Comprehensive Plan Text Amendments – Introduction and Discussion**

Mr. Johanson reviewed the two proposed “housekeeping” Comprehensive Plan text amendments, an update of Figure TR 2.5, Primary Truck Routes, and supporting policy regarding Highline School District impact fees.

He noted that there will be two public hearings at the Oct. 26<sup>th</sup> commission meeting, one on the proposed map amendment and one on the proposed text amendments. The commissioners said they’d like to be prepared to make a motion on the proposed amendments at the Oct. 26<sup>th</sup> meeting.

#### **OLD BUSINESS**

None.

#### **PLANNING COMMISSION COMMUNICATIONS**

Chair Olsen said he would like to set aside some time once a month or once every other month for what he calls “Planning Dream Time,” a time to discuss things the City has considered or inspirational things going on in other parts of the world.

#### **DIRECTOR’S REPORT**

Chip Davis, Community Development director, said the year is beginning to wind down for the Commission. He noted that the commissioners will be working on some minor zoning code amendments, including implementation of some of the recommendations that came out of the recently completed downtown mobility study.

Other minor amendments relate to the federally mandated 60-day “shot clock” for approval of minor modifications of existing cellular sites as well as clarification of some of the accessory dwelling unit provisions in the Zoning Code.

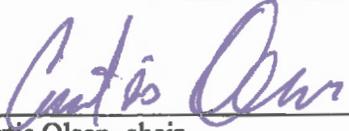
Reviewing the calendar of upcoming meetings, Mr. Davis noted that customarily the second meeting in both November and December are canceled because they are close to Thanksgiving and Christmas.

**ADJOURNMENT**

**Direction/Action**

Commissioner Henderson moved for adjournment; Commissioner Markee seconded the motion. Motion carried unanimously. The meeting adjourned at 7:55 p.m.

**APPROVED:** October 26, 2016

  
\_\_\_\_\_  
Curtis Olsen, chair  
Planning Commission



*City of Burien*

BURIEN PLANNING COMMISSION  
October 26, 2016  
7:00 p.m.  
Multipurpose Room/Council Chambers  
MINUTES

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

- Watch the video-stream available on the City website, [www.burienwa.gov](http://www.burienwa.gov)
- Check out a DVD of the Council Meeting from the Burien Library
- Order a DVD of the meeting from the City Clerk, (206) 241-4647

**CALL TO ORDER**

Chair Curtis Olsen called the October 26, 2016, meeting of the Burien Planning Commission to order at 7:03 p.m.

**ROLL CALL**

Present: Butch Henderson, Anna Markee, Curtis Olsen, Amy Rosenfield, and Douglas Weber

Absent: Kim Davis and Kaelene Nobis

Administrative staff present: David Johanson, senior planner; Chip Davis, Community Development Department director

**AGENDA CONFIRMATION**

Direction/Action

**Motion** was made by Commissioner Henderson and seconded by Commissioner Weber to confirm the agenda. **Motion carried 5-0.**

**APPROVAL OF MINUTES**

Direction/Action

**Motion** was made by Commissioner Henderson and seconded by Commissioner Markee to approve the minutes of the October 12, 2016, meeting. **Motion carried 5-0.**

**PUBLIC COMMENT**

None.

**PUBLIC HEARINGS**

**A. So Yong Morton Comprehensive Plan Map Amendment Request, PLA 16-0451**

Chair Olsen opened the public hearing at 7:06 pm. David Johanson, senior planner, briefly described the request under consideration, which is a change in the Comprehensive Plan designation from Moderate Density Residential Neighborhood to Neighborhood Center for one parcel. He noted that no written comments on the request were received following the notice to the public. Mr. Johanson said staff recommends approval of this request because it meets all of the review criteria.

**Trung Nguyen, owner of 833 S. 112<sup>th</sup> St.,** stated that he is opposed to the proposed change because during the time he lived there, 1998-2007, he experienced problems ranging from crime that he associated with people hanging out at the gas station, noise from the nearby commercial development

adjacent to the gas station, and speeding cars in the area. He said he believes changing the parcel to commercial will make it even more dangerous to access his property from South 112<sup>th</sup> Street. Mr. Nguyen said the change would result in a loss of privacy for his property. He noted that all the trees that were required as a landscape buffer between the commercial and residential properties were cut down and he is concerned that the same thing will happen if the proposed designation is allowed and another business is opened. Mr. Nguyen said he is concerned about an increase in crime, traffic and noise associated with any new business going in and stated that it would adversely affect his property.

**Gerald Robison, 648 S. 152<sup>nd</sup> St., Suite 7,** said he is the attorney who assisted the applicants with their application and stated he is an advocate for their request. He said the trees referred to by Mr. Nguyen were planted 20 years ago when the gas station was built and were cut down four years ago because they had outgrown their location. He noted that they have been replaced by trees approved by the City of Burien. He said if the parcel in question is developed for a commercial use there would be landscape buffers on the east and south sides. He said the owner hasn't any firm plans about the parcel in question, but he anticipated a small retail development similar to that on the adjacent commercial property.

**Randy Breske, 11226 8<sup>th</sup> Ave S.,** said his property adjoins the south side of the parcel. He said he has little to say about the commercial area although it would be nice if the existing businesses cleaned up the garbage daily and cleaned the garbage dumpster in the summer when the odors are intense.

There being no further testimony, Chair Olsen closed the hearing at 7:27 p.m.

#### **B. Comprehensive Plan Text and Figure Amendments**

Chair Olsen opened the hearing at 7:28 p.m. Mr. Johanson summarized the proposed amendments: an update of Figure TR 2.5, Primary Truck Routes, and the addition of policy supporting the collection of school impact fees on behalf of Highline School District.

There being no testimony, Chair Olsen closed the hearing at 7:32 p.m.

### **OLD BUSINESS**

#### **A. Comprehensive Plan Map Amendment – Discussion and Recommendation**

Chair Olsen said he appreciated the testimony presented to the commission regarding the requested Comprehensive Plan Map Amendment. He said he also lives in Boulevard Park and travels on South 112<sup>th</sup> Street daily and is aware of the crime and other issues in the area. He said he does not see a connection between potentially more commercial development and an increase in problems.

Responding to a question from Vice Chair Rosenfield, Mr. Johanson reviewed the uses that may be allowed on the property if the designation is changed and the property is rezoned. Vice Chair Rosenfield said the language limiting expansion of commercial nodes to a radius of 1/8 mile from an intersection assures her that there cannot be an endless cycle of people trying to re-designate their property from residential to commercial, and so she said she is in favor of recommending approval of the request before the commission.

Commissioner Markee stated that she agreed that the commission should recommend approval of the request.

Commissioner Henderson asked about the difference between the proposed designation of Neighborhood Center and other commercial designations. Mr. Johanson said Neighborhood Center is

the least intensive commercial designation; another zone, Regional Commercial, allows the widest range of retail uses, including auto dealers. Other commercial zones allow mixed use at higher densities, he added.

Commissioner Weber said he thought the proposed change in designation makes sense, adding that he is concerned about how long it takes plants to mature enough in the transition area to actually serve as a buffer between commercial and residential uses.

Vice Chair Rosenfield moved that the Planning Commission recommend to the City Council approval of the Morton Comprehensive Plan map amendment request changing the land use designation from Moderate Density Residential Neighborhood to Neighborhood Center and adopt the findings and conclusions as presented in the staff report. Commissioner Henderson seconded the motion. **Motion carried 5-0.**

Mr. Johanson announced that the map amendment request will go before the City Council for discussion at its Nov. 21<sup>st</sup> meeting, 7 p.m., in the City Council Chamber/Multipurpose Room.

## **B. Comprehensive Plan Text Amendments – Discussion and Recommendation**

Commissioner Weber asked if the proposed text would accommodate the multi-city agreement proposed by the City Council to collect an impact fee on behalf of the Highline School District. Chip Davis, Community Development Department director, replied that state law requires that when levying any kind of impact fee there be a direct connection between the jurisdiction that is levying the fee and the capital improvement program that the fee is based on. He said the proposed policy provides the necessary backing in the event that the City decides to adopt a school impact fee.

Mr. Davis explained that Burien must co-adopt, with the district, the Highline School District's Capital Facilities Plan; if that isn't done, the money collected by an impact fee bears no relationship to the school construction that is required as a result of growth. He noted that even if the City Council declines to implement the school impact fee at this time, it is important that the Comprehensive Plan contain the policy basis for levying it sometime in the future.

Vice Chair Rosenfield moved that the Planning Commission recommend to the City Council approval of the Comprehensive Plan text and figure amendments as set forth in the staff memo and attachments dated October 3, 2016. Commissioner Henderson seconded the motion. **Motion carried 5-0.**

## **NEW BUSINESS**

None.

## **PLANNING COMMISSION COMMUNICATIONS**

None.

## **DIRECTOR'S REPORT**

Mr. Davis said the commissioners will begin work on some minor Zoning Code amendments at their next meeting, including downtown parking regulations, some telecommunications amendments and some accessory dwelling unit amendments.

He also announced that Tony Piasecki has been hired by the City Council to serve as interim city manager. Mr. Piasecki recently retired from the City of Des Moines where he was the city manager. He will serve as interim city manager until the City Council hires a new city manager.

**ADJOURNMENT**

**Direction/Action**

Commissioner Henderson moved for adjournment; Commissioner Markee seconded the motion. Motion carried unanimously. The meeting adjourned at 7:56 p.m.

APPROVED: Nov. 9, 2016

B. Olsen (Henderson)  
Curtis Olsen, chair - **TEMPORARY CHAIR**  
Planning Commission

**CITY OF BURIEN  
AGENDA BILL**

<b>Agenda Subject:</b> Review of Council Proposed Agenda Schedule		<b>Meeting Date:</b> November 21, 2016
<b>Department:</b> City Manager	<b>Attachments:</b> Proposed Agenda Schedule	<b>Fund Source:</b> N/A <b>Activity Cost:</b> N/A <b>Amount Budgeted:</b> N/A <b>Unencumbered Budget Authority:</b> N/A
<b>Contact:</b> Monica Lusk, City Clerk		
<b>Telephone:</b> (206) 248-5517		
<b>Adopted Initiative:</b> Yes    No <input checked="" type="checkbox"/>	<b>Initiative Description:</b> N/A	
<b>PURPOSE/REQUIRED ACTION:</b>		
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.		
 <b>BACKGROUND (Include prior Council action &amp; discussion):</b>		
Per the City Council Meeting Guidelines, the proposed meeting schedule is reviewed at each meeting.		
 <b>OPTIONS (Including fiscal impacts):</b>		
<ol style="list-style-type: none"> <li>1. Review the schedule and add, delete, or move items.</li> <li>2. Review the schedule and make no modifications.</li> </ol>		
<b>Administrative Recommendation:</b> Review the schedule and provide direction to staff.		
<b>Advisory Board Recommendation:</b> N/A		
<b>Suggested Motion:</b> None required.		
Submitted by:		
<b>Administration</b> _____	<b>City Manager</b> _____	
<b>Today's Date:</b> November 16, 2016	<b>File Code:</b> R:/CC/Agenda Bills 2016/110716cm-1 Rev Agenda Schedule	



**CITY OF BURIEN  
COUNCIL PROPOSED AGENDA SCHEDULE  
2016**

**November 28, CANCELED**

**December 5, 7 pm Regular Meeting**

Motion to Approve Ordinance No. xxx, Adopting the 2017-2018 Biennial Budget and 2017 Financial Policies. (IF NEEDED)

*(Finance – Rescheduled from 11/21/16)*

Discussion and Potential Action on 2016 Comprehensive Plan Amendments.

*(Community Development)*

**Presentation of Services and Costs by Current Provider and Services and Projected Costs of Regional Animal Services of King County (RASKC).**

*(City Manager – Rescheduled from 11/21/16))*

Review of Council Proposed Agenda Schedule.

*(City Manager)*

**December 6, 7 pm Special Meeting, Location TBD**

**City Council Review of RFP Responses and Potential Selection of City Manager Recruitment Firm.**

*(City Manager)*

**December 19, 7 pm Regular Meeting**

Motion to Adopt Ordinance No. xxx, Regarding 2016 Comprehensive Plan Amendments. (IF NEEDED)

*(Community Development)*

Report and Discussion on Ordinance No. 648, Regarding Significant Tree Retention Zoning Code Amendments.

*(Community Development – Rescheduled from 11/7/16)*

**Discussion on Services and Costs by Current Provider and Services and Projected Costs of Regional Animal Services of King County (RASKC) and Potential Action on a Nonbinding Letter of Intent with RASKC.**

*(City Manager – Rescheduled from 12/5/16)*

Discussion and Potential Action Approving Port of Seattle's Application for Subdivision Vacations, Alterations and Right-of-Way Vacations.

*(Public Works – Rescheduled from 9/19/16)*

Review of Council Proposed Agenda Schedule.

*(City Manager)*

**December 26, Study Session CANCELLED – Christmas Holiday**

**2017**

**January 2, Regular Meeting CANCELED – New Year's Day Holiday**

**January 9, 7 pm Special Meeting (TENTATIVE)**

**January 16, Regular Meeting CANCELED (MLK Jr. Holiday)**

**January 23, Study Session**

**Business Agenda**

Election of Deputy Mayor.

*(City Manager)*

**Discussion Items**

**Discussion on and Potential Action to Authorize the City Manager to Execute a Contract for Animal Control Services.**

*(City Manager – Rescheduled from 12/19/16)*

Review of Council Proposed Agenda Schedule.

*(City Manager)*

**February 6, Regular Meeting**

Discussion and Potential Action on Ordinance No. 648, Regarding Significant Tree Retention Zoning Code Amendments.

*(Community Development – Rescheduled from 10/3/16)*

Introduction/Discussion on Ordinance No. 652, Minor Zoning Code Amendments.

*(Community Development – Rescheduled from 11/7/16)*

Review of Council Proposed Agenda Schedule.

*(City Manager)*

**February 20, Regular Meeting CANCELED (Presidents' Day Holiday)**

**February 27, Study Session**

Review of Council Proposed Agenda Schedule.

*(City Manager)*

**March 6, Regular Meeting**

Discussion and Potential Action to Adopt Ordinance No. 652, Minor Zoning Code Amendments.

*(Community Development – Rescheduled from 11/21/16)*

Discussion on City Council Meeting Guidelines.

*(City Manager – Rescheduled from 10/24/16)*

Review of Council Proposed Agenda Schedule.

*(City Manager)*

**March 20, Regular Meeting**

Review of Council Proposed Agenda Schedule.

*(City Manager)*

**March 27, Study Session**

Review of Council Proposed Agenda Schedule.

*(City Manager)*

**April 3, Regular Meeting**

**Discussion on Strategies and Ideas on Enforcing Fireworks Ban.**

*(City Manager – Council direction on 7/18/16)*

Review of Council Proposed Agenda Schedule.

*(City Manager)*

**April 17, Regular Meeting**

Review of Council Proposed Agenda Schedule.

*(City Manager)*

**April 24, Study Session**

Review of Council Proposed Agenda Schedule.

*(City Manager)*

## **FUTURE AGENDA ITEMS (identified by Council)**

### **Low Priorities**

- a. Discussion on Wi-Fi Service in Common Areas *(Council direction on 9/15/14)*
- b. Discussion on Establishing Multiple Rates Within the Business and Occupation (B&O) Tax According to Different Sizes or Types of Businesses *(Council direction on 11/17/14)*

### **2017 FUTURE AGENDA ITEMS (identified by Staff)**

- a. BMC Revisions Regarding Right-of-Way *(Staff on 10/14/14)*
- b. Public Works Fee Schedule Modifications *(Staff on 1/9/15)*
- c. Establishing Development Fee Implementation Dates *(Staff on 1/9/15)*
- d. Downtown Center Planning Effort *(Staff on 1/9/15)*
- e. Discussion on Business License Code Update *(Staff on 3/8/16)*
- f. Discussion on Permit Technology Fees *(Staff on 3/8/16)*
- g. 2016 Title 17 Subdivision Code Major Revision *(Staff on 1/9/15 – Rescheduled from 2016)*
- h. Uninhabitable Buildings *(Staff on 8/18/15 – Rescheduled from 2016)*
- i. Discussion on Utility Franchises *(Staff on 11/23/15 – Rescheduled from 2016)*
- j. Discussion on Permit Tracking System Modification/Replacement  
*(Staff on 1/9/15 – Rescheduled from 2016)*
- k. Discussion on Credit Card Convenience Fee *(Staff on 1/19/16 – Rescheduled from 2016)*
- l. Sign Code Update *(Staff on 3/22/16)*
- m. Panel Discussion on Solid Waste/Recycling.
  - Recology Update
  - Mandatory Garbage Services
  - Plastic Bag Ban*(Public Works – Was scheduled on 8/22/16)*
- n. Discussion on Amendments to BMC Regarding Airport Noise Reduction.  
*(Community Development – Was scheduled on 11/7/16)*





# Burien

*Washington, USA*

400 SW 152<sup>nd</sup> St., Suite 300, Burien, WA 98166

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

www.burienwa.gov

## MEMORANDUM

**TO:** Honorable Mayor and Members of the City Council  
**FROM:** Tony Piasecki, Interim City Manager  
**DATE:** November 21, 2016  
**SUBJECT:** City Manager's Report

### I. INTERNAL CITY INFORMATION

#### A. Grant Funds for Economic Development

As part of the Port of Seattle's Economic Development Partnership program, the City of Burien was eligible for per-capita grant funding to be used for local community economic development activities. In August, the City submitted an application for these grant funds for design of a downtown wayfinding system and also to partner with a destination marketing organization to attract visitors to the City. In October, the Port of Seattle awarded the City \$48,810 for these projects. A Request for Proposals will be released by the end of November to identify a Downtown Wayfinding Design consultant. Both the downtown wayfinding design and destination marketing projects are scheduled to be complete by May 31, 2017.

#### B. October Permit Activity Report (Page 231)

Attached are the monthly reports for Construction Permits Issued and Construction Permit Applications Received during the month of October 2016. Included in the reports are information regarding tenant improvements and major construction projects.

##### Construction Permits Issued:

The City issued 229 permits in October 2016 which is slightly less than those reported last month and slightly higher than those reported in October 2015. The total project valuation of \$33 million is about 30% more than reported in September and about 4 times more than reported in October 2015.

##### Significant Permits Issued:

- Emerald Pointe Apartment Complex at 13442 – 13472 13th Circle SW, Construction of 179 Units in 5 Buildings, Valuation of \$28,587,818, issued October 11th.
- BECU Credit Union Tenant Improvements at 508 SW 152nd Street, New Business in Town Square, Valuation of \$168,000, issued October 6th.

Construction Permit Applications Received:

The City received 238 permit applications in October 2016, slightly less than both last month and October of last year. The total project valuation of \$7.6 million is slightly more than reported for September 2016, and double of what was reported for October 2015.

Significant Applications Received:

- GJMC Phase 2 Apartments at 1055 SW 122nd Street, Construction of New 3-Story, 23 Unit Building with Valuation of \$1,900,000, received on October 26th.
- Highline Heritage Museum at 819 SW 152nd Street, Building Renovation for New Museum, Valuation of \$1,755,265, received on October 17th.
- Sentinel Paint Company at 14200 1st Avenue South, Suite 105, Change of Use Food Service to Paint Store, Valuation of \$53,250, received on October 11th.
- Ola Salon at 1835 SW 152nd Street, Change of Use Retail Sales to Styling Salon, Valuation of \$30,000, received on October 13th.
- Sweet Breeze Ice Cream at 643 SW 152nd Street, Suite A, Change of Use Massage Therapy to Ice Cream Shop, Valuation of \$15,000, received on October 17th.

**C. Americans with Disabilities Act (ADA) Improvements**

In June 2016, City Council approved a letter of agreement with the US Attorney's office regarding accessibility (ADA) concerns at City Hall. Staff has obtained bids and secured contractors to complete the voluntary remediation stipulated in this agreement which includes providing additional ADA parking on S 152nd Street, and replacing the drinking fountain at City Hall. Staff expects the work to be completed by the end of this year, and to be well under the original \$100,000 estimate that was given to Council in June.

**D. Finance Department Receives Award for Excellence in Financial Reporting**

The Government Finance Officers Association (GFOA) recently notified the City that we have been awarded the Certificate of Achievement for Excellence in Financial Reporting for our 2015 Comprehensive Annual Financial Report (CAFR). The Certificate of Achievement is the highest form of recognition in the area of governmental accounting and financial reporting, and its attainment represents a significant accomplishment by a government and its management. The CAFR has been judged by an impartial panel to meet the high standards of the program, including demonstrating a constructive "spirit of full disclosure" to clearly communicate its financial story and motivate potential users and user groups to read the CAFR. Preparation of the CAFR is a team effort, but we would like to recognize Patti Rader, Finance Manager, for her work on this document and congratulate her on her first CAFR award.

The GFOA is a nonprofit professional association serving approximately 17,500 government finance professionals with offices in Chicago, IL, and Washington, D.C.

**E. 3rd Quarter Financial Report Delayed**

The 2016 3rd Quarter Financial Report will be delayed due to staff's focus on preparation and presentation of the 2017-2018 budget documents. The report will be ready for the December 5, 2016, City Manager report.

**II. Notices: (Page 239)**

The following (attached) Notices were published:

- Notice of Rescheduled Meeting: The City of Burien Arts Commission has cancelled its meeting scheduled for Tuesday, November 22, 2016, and will instead meet on Tuesday, December 6, 2016, at 6:30 p.m. at the Burien Community Center, 14700 6<sup>th</sup> Ave SW.
- Notice of Meeting Cancellation: The City of Burien Planning Commission meetings scheduled for Wednesday, November 23, and Wednesday, December 28, 2016, have been cancelled, and the next regularly scheduled meeting is on Wednesday, December 14, at 7:00 p.m. at Burien City Hall, 1<sup>st</sup> Floor, 400 SW 152<sup>nd</sup> Street.





# Burien

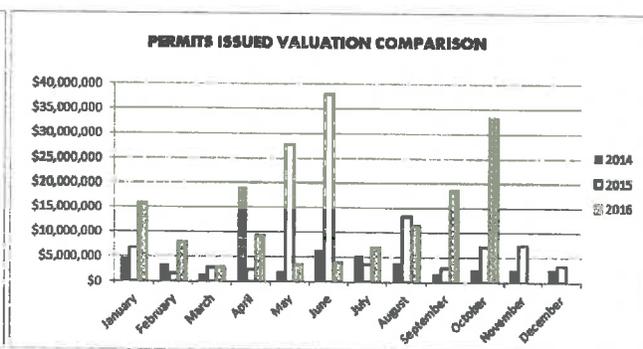
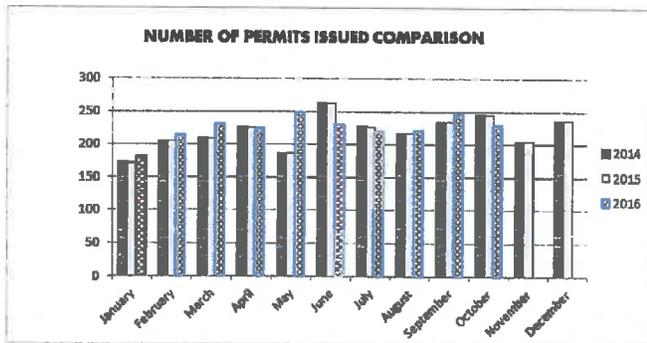
Washington, USA

## Summary of Permits Issued

Start Date: 10/1/16

End Date: 10/31/16

Type Permit	Count	Valuation
Building	31	\$32,394,766.72
Damage	1	
Demolition	3	
Electrical	96	\$248,225.00
Fire Protection	10	\$100,625.00
Mechanical	42	\$291,566.00
Plumbing	12	\$106,500.00
Right of Way	31	
Sign	3	\$27,000.00
<b>Totals :</b>	<b>229</b>	<b>\$33,168,682.72</b>





# MONTHLY REPORT October - 2016

## Major Permits Issued

<u>Permit Number</u>	<u>Project Name</u>	<u>Description</u>	<u>Date Issue</u>	<u>Location</u>	<u>Valuation</u>
BLD-15-2369	EMERALD POINTE APT - BLDG D	48,428 SF APARTMENT BUILDING - 8840 SF PARKING GARAGE - 45 UNITS	10/11/2016	13442 13TH CIR SW	\$ 6,575,198
BLD-15-2370	EMERALD POINTE APT - BLDG E	49,131 SF APARTMENT BUILDING - 8840 SF PARKING GARAGE - 40 UNITS	10/11/2016	13466 13TH CIR SW	\$ 6,575,198
BLD-15-2366	EMERALD POINTE APT BLDG A	36,274 SF APARTMENT BUILDING - 11,152 SF PARKING GARAGE - 35 UNITS	10/11/2016	13472 13TH CIR SW	\$ 5,717,564
BLD-15-2367	EMERALD POINTE APT BLDG B	41,728 SF APARTMENT WITH OFFICES AND RECREATION SPACE - 5828 SF PARKING GARAGE. - 24 UNITS	10/11/2016	13460 13TH CIR SW	\$ 5,431,685
BLD-15-2368	EMERALD POINTE APT - BLDG C	30,471 SF APARTMENT BUILDING - 5,828 SF PARKING GARAGE - 35 UNITS	10/11/2016	13448 13TH CIR SW	\$ 4,288,173



## MONTHLY REPORT - October 2016

### Tenant Improvement Permits Issued

<u>Permit Number</u>	<u>Project Name</u>	<u>Scope of Work</u>	<u>Date Issued</u>	<u>Location</u>	<u>Valuation</u>
BLD-16-1978	BECU TI	FINISH SPACE FOR NEW BUSINESS IN TOWN SQUARE BUILDING	10/06/2016	508 SW 152ND ST	\$168,000
BLD-16-1199	BOULEVARD MANOR	DRAINAGE IMPROVEMENTS	10/28/2016	12039 ROSEBERG AVE S	\$892.00





# Burien

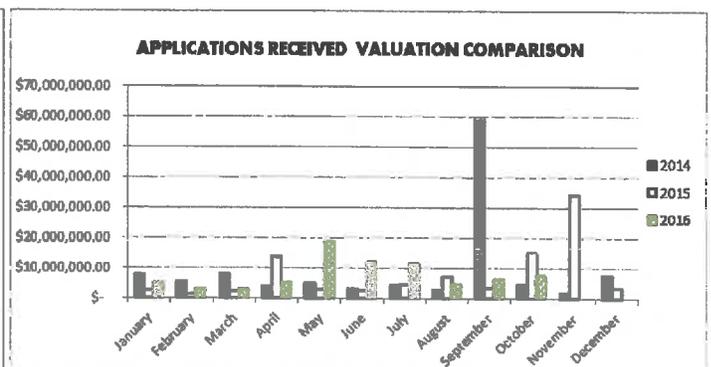
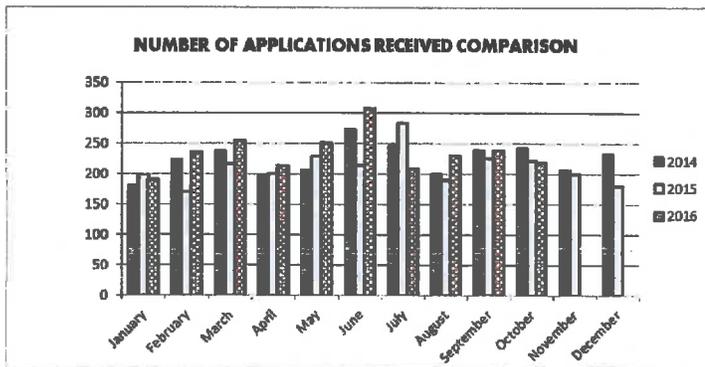
Washington, USA

## Summary of Permits Applications

Start Date: 10/01/2016

End Date: 10/31/2016

TypePermlt	Count	Valuation
Building	30	\$ 6,151,435.82
Demolition	4	
Electrical	93	\$ 427,575.00
Fire Protection	13	\$ 340,613.00
Mechanical	44	\$ 568,566.00
Plumbing	12	\$ 122,500.00
Right of Way	21	
Sign	1	\$ 24,860.00
<b>Totals :</b>	<b>238</b>	<b>\$ 7,635,549.82</b>





## MONTHLY REPORT - October - 2016

### Major Permit Applications Received

<u>Permit Number</u>	<u>Project Name</u>	<u>Description</u>	<u>Date Applied</u>	<u>Location</u>	<u>Valuation</u>
BLD-16-2472	GJMC PHASE 2 APARTMENTS	CONSTRUCT NEW 3-STORY 23 UNIT APARTMENT BUILDING	10/26/2016	1055 SW 122ND ST	\$1,900,000.00
BLD-16-2409	HIGHLINE HERITAGE MUSEUM	RENOVATION FOR NEW MUSEUM	10/17/2016	819 SW 152ND ST	\$1,755,265.00
BLD-16-2289	NEW SINGLE FAMILY RESIDENCE	CONSTRUCT TWO-STORY 3,258SF SINGLE FAMILY RESIDENCE	10/04/2016	230 SW 142ND ST	\$ 407,878.86



# MONTHLY REPORT - OCTOBER 2016

## Tenant Improvement Permit Applications

<u>Permit Number</u>	<u>Project Name</u>	<u>Description</u>	<u>Date Applied</u>	<u>Location</u>	<u>Valuation</u>
BLD-16-2351	SENTINEL PAINT COMPANY	CHANGE OF USE FROM FOOD SERVICE/SALES TO PAINT STORE.	10/11/2016	14200 1ST AVE S STE 105	\$53,250
BLD-16-2375	OLA SALON	MODIFY EXISTING TOILET ROOM FOR ACCESSIBILITY / ADD CABINETRY & SINKS IN THERAPY ROOMS / ADD SHAMPOO SINKS	10/13/2016	1835 SW 152ND ST	\$30,000
BLD-16-2449	SW SEATTLE SURGERY CENTER MRI EXTRACTION	REMOVAL OF MODULAR WALL PANEL TO FACILITATE THE REMOAL OF AN MRI / REINSTALLATION OF THE WALL PANEL	10/24/2016	275 SW 160TH ST	\$22,700
BLD-16-2403	SWEET BREEZE ICE CREAM	CONVERT EXISTING MASSAGE THERAPY OFFICE TO ICE CREAM SHOP	10/17/2016	643 SW 152ND ST STE A	\$15,000





# Burien

*Washington, USA*

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

**DATE:** November 16, 2016  
**FOR RELEASE:** Immediately  
**CONTACT:** Parks, Recreation & Cultural Services Department, (206)988-3700

## **RESCHEDULED MEETING**

### **CITY OF BURIEN ARTS COMMISSION MEETING NOTICE**

The City of Burien Arts Commission has cancelled its meeting scheduled for Tuesday, November 22, 2016. Instead the Board will meet on Tuesday, December 6, 2016, at 6:30 p.m. at the Burien Community Center, 14700 6<sup>th</sup> Ave. SW.

###

**Meetings are accessible to people with disabilities. Please phone (206) 248-5517 at least 48 hours prior to the meeting to request assistance. American Sign Language (ASL) interpretation and assisted listening devices are available upon request.**

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

*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:** December 15, 2016  
**FOR RELEASE:** Immediately  
**CONTACT:** Office of Community Development (206) 248-5510

## **CANCELLATION**

### **PLANNING COMMISSION MEETING NOTICE**

The City of Burien Planning Commission meetings scheduled for Wednesday, November 23, and Wednesday, December 28, 2016, have been canceled.

The next regularly scheduled meeting of the Planning Commission is on Wednesday, December 14, at 7:00 p.m. at Burien City Hall, 1<sup>st</sup> Floor, 400 SW 152<sup>nd</sup> Street.

###

**Meetings are accessible to people with disabilities. Please phone (206) 248-5517 at least 48 hours prior to the meeting to request assistance. American Sign Language (ASL) interpretation and assisted listening devices are available upon request.**

cc: Burien City Council  
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Highline Times

Seahurst Post Office  
White Center Now  
B-Town Blog  
Web site: [www.burienwa.gov](http://www.burienwa.gov)

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