



## CITY OF KIRKLAND

### Department of Public Works

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#### MEMORANDUM

**To:** Dave Ramsay, City Manager

**From:** Daryl Grigsby, Public Works Director

**Date:** March 5, 2009

**Subject:** Downtown Street and Waste Can Maintenance

During the 2009-10 budget review for Public Works, the Department recommended reducing the seasonal employee budget by 80% of the 2007-08 budget. Although this recommendation was accepted by the Council, there was discussion on the need to improve the cleanliness of downtown streets and waste cans. Council Members noted that problems were more evident during the summer months. As a result, the City Council allocated \$25,000 as a pilot program for 2009 downtown maintenance.

In addition, staff was asked to return to Council with a plan on how that additional money would be expended on downtown services. We considered two options per Council direction. One option is to provide funding to the Kirkland Downtown Association (KDA) to provide this service. A second option is for city staff to perform the pilot in-house. After careful review, the first option is not recommended based on the following issues:

- The City currently has some downtown services (street sweeping, garage maintenance) that provide the benefit of economies of scale or coordination that cannot be duplicated by KDA or another organization.
- The City has recently performed some of these services, so there are existing equipment, vehicles and tools available.
- Given the City's other responsibilities there is a supervisory and support structure in place that does require additional funding.

Therefore, we are recommending the pilot project be performed by city staff. Noted below is the staff proposal for utilizing the \$25,000 allocation.

1. *Sweep and blow downtown sidewalks.* This would be a restoration and expansion of the 2007-08 level of service. We would perform this approximately 100 times per year and conduct this service in conjunction with the regenerative air/vacuum vehicle (street sweeper). This service is performed on weekdays only. It is not provided uniformly throughout the year, but instead is allocated seasonally. Specifically, fall and summer receive a higher level of service than winter and spring. Without this funding there would be no sweeping or blowing of downtown sidewalks. That activity was funded in 2007-08 but is part of the 2009-10 budget reductions. The street sweeper would continue to operate as it is a funded activity.
2. *Sidewalk Litter removal.* This is a new service. There would be an average of one-hour per day during the week and service for sixteen summer weekends. The weekend shift would include Friday, Saturday and Sunday. There will be 20 hours of time over the three day weekend shift devoted to three activities: sidewalk litter removal, waste can check and waste disposal, and parking garage check and cleaning. The allocation of those 20 hours will be based on the

greatest need at the time. In all three cases, sidewalk litter removal, waste can disposal and garage maintenance; the weekend shift is a new service.

3. *Waste can check and waste disposal.* This is a new service. There would be an average of 1.5 hours per day during the week and service for sixteen summer weekends. The summer weekend service will be the same as described above for the sidewalk litter removal, that is, 20 hours total during Friday, Saturday and Sunday; allocated for waste can check and waste disposal, sidewalk litter removal, and parking garage check and cleaning. This service would complement the existing Waste Management can service of Monday, Wednesday, and Friday from after Labor Day to June 1<sup>st</sup> and Monday, Wednesday, Friday, Saturday and Sunday from after June 1<sup>st</sup> to Labor Day. Waste Management pickups are in the morning so city staff would perform their can check and disposal in the late afternoon and early evening.
4. *Special Event Service.* This is a new service. There would be service for sidewalk litter removal and waste can check and disposal for two major special events during the summer. This is in addition to the new weekend service described above.
5. *Parking Garage Check and Cleaning.* This is restoration and expansion of a service reduced in the 2009-10 budget. There would be 1 hour/day during the week. This is close to the 2007-08 level. The expanded service beyond prior years' includes 16 summer weekends. As described above, the service is 20 hours per weekend shift for this activity, sidewalk litter removal and waste can check and disposal.

If approved by Council, staff would begin this level of service immediately. In addition, we would monitor this service as the year progresses and have the ability to adapt it to changing conditions. If, for example, waste can disposal was a larger problem than anticipated we could reduce service on sidewalk litter and/or garage cleaning.

Attachment 1: CBD Street Garbage Can Locations



Vicinity Map

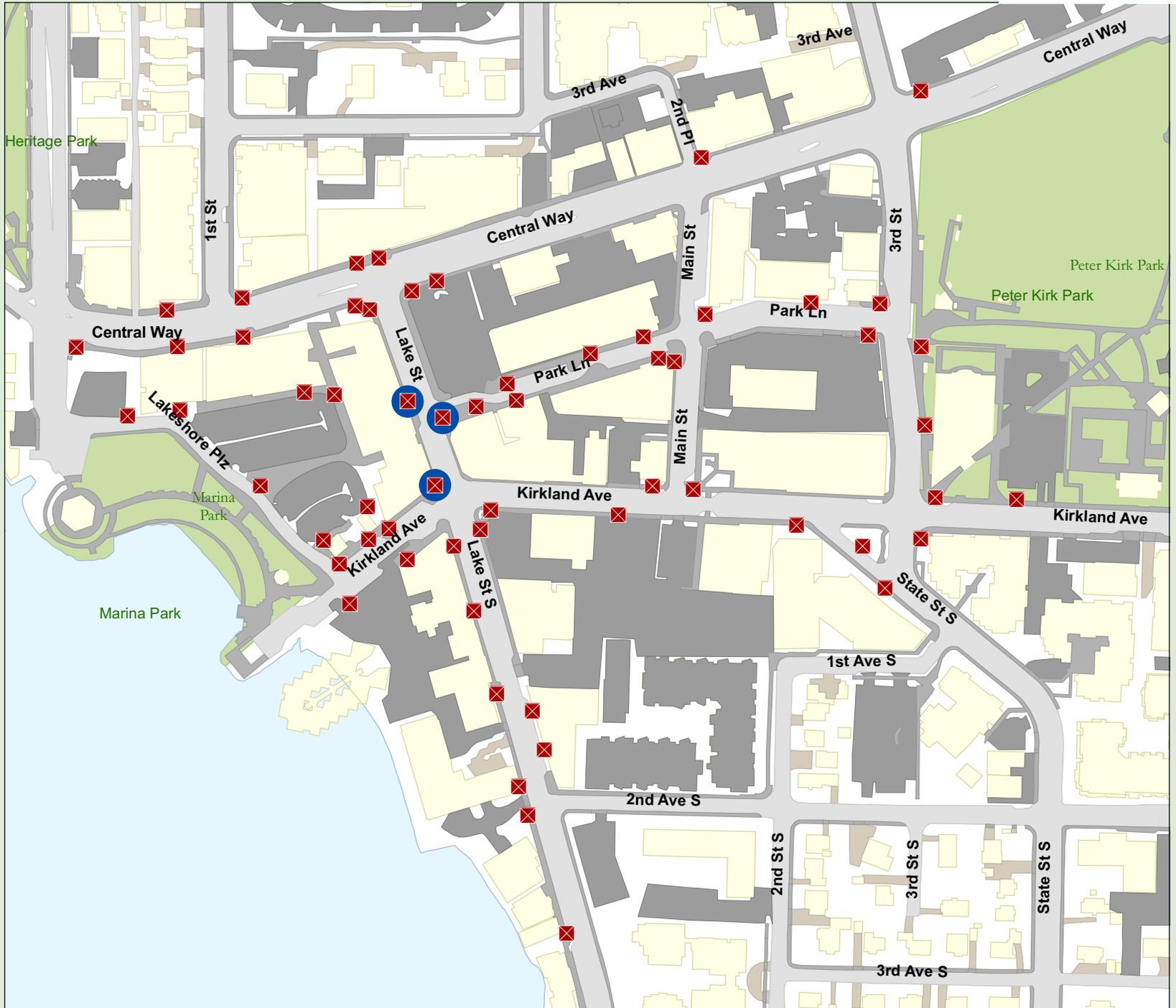


Legend

-  Existing Recycle/ Garbage Can
-  Existing Garbage Can



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