

# City of SeaTac

## Council Study Session Minutes Synopsis

June 23, 2015  
4:30PM

City Hall  
Council Chambers

**CALL TO ORDER:** The SeaTac City Council Study Session (CSS) was called to order by Mayor Mia Gregerson at 4:30 p.m.

**COUNCIL PRESENT:** Mayor Mia Gregerson, Deputy Mayor (DM) Anthony (Tony) Anderson, Councilmembers (CMs) Kathryn Campbell, Terry Anderson, Dave Bush, and Pam Fernald. Absent (Excused): CM Barry Ladenburg.

**STAFF PRESENT:** City Manager Todd Cutts, City Attorney Mary Mirante Bartolo, City Clerk Kristina Gregg, Assistant City Manager (ACM) Gwen Voelpel, Information Systems (IS) Manager Bart Perman, Parks and Recreation (P&R) Director Kit Ledbetter, Assistant P&R Director Lawrence Ellis, Community & Economic Development (CED) Director Joseph Scorcio, Economic Development (ED) Manager Jeff Robinson, Planning Manager Steve Pilcher, Senior Planner Kate Kaehny, Civil Engineer I Eric Proctor, Civil Engineer II Toli Khlevnoy, Stormwater Compliance Manager Don Robinett, Public Works (PW) Director Tom Gut, and Police Chief Lisa Mulligan.

**PUBLIC COMMENTS (related to the agenda items listed below):** There were no public comments.

### AGENDA BILLS:

#### **Agenda Bill #4012; A Motion declaring city property surplus and authorizing its disposal**

**Summary:** Various obsolete and/or inoperable items have been identified by IS staff and are being recommended for City Council declaration as surplus property. This list includes desktop and notebook computers, monitors, printers, and other related items. The disposal method is yet to be determined, but options will include resale, donation, and recycling with minimizing the total cost of disposal being a priority.

Any funds received from potential sales of equipment will be returned to the City's Municipal Capital Improvement Fund #301.

IS Manager Perman reviewed the agenda bill summary. He requested to add one additional piece of equipment.

Council discussion ensued regarding the equipment and how it is decided when to recycle versus donate or sell. Council concurred to include the additional item for the next meeting.

**Council consensus:** Refer to the 07/14/15 Consent Agenda with revision to add additional piece of equipment.

#### **Agenda Bill #4013; A Motion authorizing the City Manager to purchase playground equipment for Valley Ridge Park (VRP)**

**Summary:** The P&R Department recently replaced some school aged playground equipment at VRP. In order to complete the project, it is proposed that some additional playground equipment be added.

This Motion authorizes the purchase of an additional \$16,321 worth of playground equipment for VRP. \$44,918 has already been spent on school aged playground equipment at the park. This Motion increases the total school aged playground expenditure to \$61,239.

The funding for this project will be appropriated out of BARS account number 301.04.594.76.63.155. Because the proposed total expenditure for this line item exceeds the amount budgeted by \$10,306, approval of this motion would mean a budget amendment may be necessary to address this expenditure if other savings cannot be found. The budget amendment would be part of the budget modification process planned for later this year.

P&R Director Ledbetter reviewed the agenda bill summary.

Discussion ensued regarding the playground equipment, including whether the equipment works year round, any potential liability exposure, and funding.

City Manager Cutts clarified that a budget amendment will only be needed if savings aren't found elsewhere.

**Council consensus:** Refer to the 07/14/15 Consent Agenda

#### **Agenda Bill #4027; An Ordinance adopting the Angle Lake District Station Area Plan**

**Summary:** The Angle Lake District Station Area Plan has been created to help implement City Council goals and City and regional policies that promote transit-oriented and other types of community and ED adjacent to Sound Transit's Angle Lake light rail station, which will open in 2016. The Plan establishes a community-supported vision and identifies development strategies that are intended to transform the Angle Lake District into a pedestrian-friendly, transit-oriented community.

**AGENDA BILLS (Continued):**

**Agenda Bill #4027 (Continued):** The Plan’s land use development strategies seek to attract new transit- and pedestrian-oriented development throughout the District. A “District Center” is identified immediately adjacent to the light rail station, and is intended to be an employment hub featuring a diverse mix of people-intensive office, commercial, retail, hospitality and civic uses.

The Plan’s connectivity strategies promote additions and enhancements to the motorized and non-motorized transportation network, including multiple east-west non-motorized connections from International Boulevard (IB) to provide better pedestrian and bicycle access to the nearby commercial and residential neighborhoods, and a new east-west road connection from 26<sup>th</sup> Avenue South to IB to enhance access to the light rail station and commercial properties along 28<sup>th</sup> Avenue South.

The Plan’s urban design strategies describe high quality building and streetscape design elements that will facilitate the transformation of the area into a more pedestrian-focused built environment.

The City process for adopting the subarea plan includes completion of environmental review (SEPA) and consideration of public testimony by the Planning Commission (PC) in a Public Hearing (PH). SEPA review was completed on April 24, 2015. The proposed Plan reflects consideration of public comments received through the Plan’s extensive public engagement process.

A PH was held before the PC on May 5, 2015. The PC voted to recommend adoption of the proposed Plan on June 2.

Planning Manager Pilcher and Senior Planner Kaehny reviewed the agenda bill summary.

Ms. Kaehny presented changes per City Council and PC direction and requested input regarding the following sections: (1) Port of Seattle (POS) Properties – Key Land Use Strategies, (2) Key Land Use Strategy; (3) Implementation Step LU-4; and (4) Appendix A. Council concurred with the proposed changes.

**Council consensus:** Refer to the 07/14/15 Consent Agenda

**Agenda Bill #4028; A Motion authorizing final acceptance of the Military Road South Improvements**

**Summary:** The construction contract for the Military Road South Improvements (PW Project ST-122) was awarded on August 13, 2013 to Johansen Excavating, Inc. in the amount of \$7,972,052.06. Council approved a total construction budget authorization, including 10% contingency, materials testing, and inspection overtime of \$9,710,957. Council subsequently authorized an additional expenditures that increased the total expenditure amount to \$11,600,000 on December 9, 2014. Construction began on October 28, 2013 and was substantially complete on February 27, 2015. The project constructed 0.7 centerline miles of new sidewalk, curb and gutter, and bike lanes along both sides of Military Road South. Additional improvements included, a center two-way left turn lane, new storm drainage infrastructure, a new traffic signal at South 170<sup>th</sup> Street, an upgraded signal system at South 176<sup>th</sup> Street, an enhanced pedestrian crossing at South 166<sup>th</sup> Street, new signage, new secured mailboxes, new retaining walls and fencing. The existing aerial utilities were also relocated underground as part of this project.

The actual expenditures total \$10,863,548.21 which is 6% under the authorized expenditure amount.

Expenditure	Authorized	Actual
Construction Contract	\$10,556,370.00	\$9,807,574.24
Materials Testing	\$50,130.00	\$39,259.36
Inspection Overtime	\$25,000.00	\$24,271.61
PSE Conversion	\$873,500.00	\$898,234.00
Intolight Street Lighting	\$95,000.00	\$94,209.00
<b>Total Expenditures</b>	<b>\$11,600,000.00</b>	<b>\$10,863,548.21</b>
Funding	Budget	Actual
TIB Grant	\$2,950,560.00	\$2,950,000.00
DOE Stormwater Grant	\$887,970.00	\$887,970.00
Highline Water Dist. Reimbursement	\$978,742.21	\$1,246,501.61
Comcast Reimbursement	\$111,325.00	\$147,469.65
307 Transportation Capital Improvement Program (CIP)	\$6,671,402.79	\$5,631,606.95
<b>Total Revenue</b>	<b>\$11,600,000.00</b>	<b>\$10,863,548.21</b>

Civil Engineer 1 Proctor reviewed the agenda bill summary.

**AGENDA BILLS (Continued):**

**Agenda Bill #4028 (Continued):** Council discussion ensued regarding the project and funding.

**Council consensus:** Refer to the 07/14/15 Consent Agenda

**Agenda Bill #4031; A Motion authorizing the City Manager to execute a design agreement for the 32<sup>nd</sup> Avenue South Sidewalk Project**

**Summary:** The 32<sup>nd</sup> Avenue South Sidewalk Project is the seventh project under the City's Neighborhood Sidewalk Program. The agreement is for the design of sidewalks along both sides of 32<sup>nd</sup> Avenue South from South 188<sup>th</sup> to 192<sup>nd</sup> Streets. Design services outlined in this agreement include preparing detailed engineering drawings, specifications, and estimates required to bid and construct the project. A statement of qualifications was requested from selected firms off of the Municipal Research and Services Center (MRSC) Consultant Roster in May. The following firms submitted statements of qualifications: Gray and Osborne, Parametrix, and Perteet. These firms were evaluated based on their staff qualifications, experience with similar projects, project understanding, and available resources to complete the project on schedule. Parametrix was selected as the most qualified firm due to their extensive experience on similar projects. The scope of work includes surveying, engineering design, cost estimating, possible right-of-way or easement acquisition, public outreach, environmental services, geotechnical investigation, and coordination with affected utilities. A detailed scope of work is attached. The negotiated scope and fee for Parametrix, Inc. is reasonable for the level of effort and work anticipated for this project. The City of SeaTac's standard agreement form will be used. The construction of this project is scheduled to of SeaTac's standard agreement form will be used. The construction of this project is scheduled to begin in the spring of 2016.

The amount to be paid is not to exceed \$179,988.77. The Transportation CIP Fund (307) includes \$250,000 for this project under BARS Account 307.000.11.595.61.63.188.

Civil Engineer II Khlevnoy reviewed the agenda bill summary.

Council commented on the project.

**Council consensus:** Refer to the 07/14/15 Consent Agenda

**Agenda Bill #4024; A Motion authorizing the City Manager to execute a contract with Gary Merlino Construction Co. Inc. for the South 204<sup>th</sup> Pond Improvements and authorizing construction related expenditures**

**Summary:** The South 204<sup>th</sup> Street Pond Improvement project is located at the western terminus of South 204<sup>th</sup> Street, approximately one-quarter mile west of IB and upland of Des Moines Creek. The contract involves modifying several stormwater flow control structures to improve utilization and capacity of this existing regional stormwater pond. The improved performance of the pond will reduce high flows from storm events and thereby reduce stormwater impacts to Des Moines Creek.

Bids were solicited utilizing the Small Works Roster on May 29, 2015. Three bids were submitted and opened on June 9, 2015. Gary Merlino Construction Co. Inc. was the apparent low bidder with a bid 41% below the Engineer's Estimate. Gary Merlino Construction Co. Inc. has previous experience working with the City.

The total construction cost is estimated to be \$154,200. The project is funded by the City 403 Surface Water Utility Fund. The current line item balance for this project is \$242,550.

**Expenditure Authorization**

Construction Contract	\$116,000
Material Testing	\$10,000
Inspection Overtime	\$5,000
Contingency (20%)	<u>\$23,200</u>
Total	\$154,200

Stormwater Compliance Manager Robinett and Civil Engineer II Klevnoy reviewed the agenda bill summary.

Discussion ensued regarding the location of the basin and potential for damage if this wasn't done.

**Council consensus:** Refer to the 07/14/15 Consent Agenda

**AGENDA BILLS (Continued):**

**This item was moved forward on the agenda:**

**Agenda Bill #4038; A Resolution adopting a Transportation Master Plan (TMP)**

**Summary:** The TMP serves as the background report to the Transportation Element (TE) of the Comprehensive Plan (CP). While the TE provides the overall policies and strategies to guide the City's transportation system in supporting the City's overall vision, the TMP contains a more detailed blueprint for the City's multi-modal transportation system. The TMP defines projects to improve the transportation system by addressing safety, connectivity, operational and capacity needs as well as preserving, maintaining and reducing the demands on the transportation system.

Both the TMP and TE are guided by state and regional planning requirements via the state GMA and Puget Sound Regional Council's (PSRC) VISION 2040 and Transportation 2040.

The TMP documents the existing transportation system, forecasts future demand, evaluates alternatives for key elements, includes a bicycle and pedestrian plan based on Draft Safe and Complete Streets Plan (2012), forecasts costs, projects revenues and identifies implementation strategies.

PW Director Gut introduced Transpo Group Project Manager Larry Toedtli and reviewed the agenda bill summary.

The TMP identifies 20 years of projects and allows the City to focus on a six-year Transportation Improvement Plan (TIP) instead of a ten-year TIP.

Discussion ensued regarding the TMP.

Mr. Toedtli stated that the TMP takes the safe and complete streets plan and puts cost estimates to the projects.

**Council consensus:** Refer to the 07/14/15 Action Item

**Agenda Bill #4039; A Resolution adopting the Six-Year Transportation Improvement Program (TIP) for 2016-2021**

**Summary:** The City is required by State law to annually review its TIP. This review is to include a PH and formal adoption of the program by the City Council. Revised Code of Washington (RCW) 35.77.010 requires the City to adopt a minimum Six Year TIP, prior to July 1 each year. The Growth Management Act (GMA), RCW 36.70A.070(6), requires the City to adopt a CP transportation element that serves as a basis for the City's Six Year TIP. At this time, the funding distribution and scheduling of projects beyond the first two years is tentative. Further capital budgeting will be reviewed during next year's adoption of the City's 2017-2022 CIP.

PW Director Gut reviewed the agenda bill summary. He explained that this list is shorter this year due to it only including six years of projects and only includes City investments. He highlighted some of the first time projects.

Mr. Toedtli reviewed the pedestrian crossing program.

Council discussion ensued regarding funding for the projects.

**Council consensus:** Refer to the 07/14/15 RCM Public Hearing and Action Item

**RECESSED:** Mayor Gregerson recessed the meeting to an Executive Session to review the performance of a public employee at 5:59 p.m.

**EXECUTIVE SESSION: Review the performance of a public employee (RCW 42.30.110 [1][g]) (15 minutes)**

**RECONVENED:** Mayor Gregerson reconvened the meeting at 6:15 p.m.

**ADJOURNED:** Mayor Gregerson adjourned the Council Study Session at 6:15 p.m.