



## City Manager's Weekly Update

February 5, 2010

**Dear Mayor, Councilmembers, Residents, and Employees:**

**City Hall Closure:** City facilities will be closed Friday, February 12 due to a mandatory furlough day.

**Cancellation of Planning Commission Meeting:** The Planning Commission's February 8 meeting has been canceled, due to lack of a quorum. The Public Hearing scheduled for that evening has been postponed to the next Planning Commission meeting, which is tentatively scheduled for Tuesday, February 16 at 5:30 PM.

**Honor for SeaTac Police Supervisor:** On February 3, Police Chief Graddon and Captain Louie had a visit from representatives of the Washington Committee for Employer Support of the Guard and Reserves (ESGR). This governmental group operates out of Camp Murray. Their mission is to educate employers and employees on matters related to military deployment of our citizen soldiers. They also travel the state recognizing individuals and organizations that show strong support for those among us who serve in military reserve capacities. Our patrol officer Mark Lohse-Miranda nominated Police Sergeant Mike Caldwell for such recognition and the ESGR folks stopped by to present him with a certificate of appreciation and a nice plaque. Sergeant Caldwell acknowledged that our police department fully supports those in its ranks that serve, but it is clear Mike has gone out of his way to facilitate this service by our officer.

**Public Safety Forum at Senior Center:** On January 27, members of the Police, Public Works, and Code Enforcement held a safety forum for seniors at the Senior Center. Councilmember Mia Gregerson had been the main proponent of such gatherings after hearing from our residents at the informal council coffee gatherings. Our seniors were the first group we approached, surveying them for ideas on topics and then focusing the presentations on those issues. Approximately 25 senior members of ours and neighboring communities joined Councilmembers Mia Gregerson, Ralph Shape, and Pam Fernald and staff for the gathering. We look forward to offering more of these forums to a variety of audiences in our City.

**Somali Community Meeting in Tukwila:** On January 17, Police Chief Graddon attended a Somali community meeting arranged through the Tukwila Police Department which was hosted at the new Islamic Center in Tukwila. What the chief originally believed was going to be a continuation of some small meetings with the Somali business owners from SeaTac and Tukwila, turned out to be a well-attended community meeting with over 50 people. Chief Graddon is anticipating this will be the first of many such meetings in which we may work toward a public safety forum for the community, again focused on the issues and concerns of those specific residents.

**Sweetie Pancake Breakfast:** The Senior Program is hosting a pancake breakfast at the SeaTac Community Center on Saturday, February 13. Bring your favorite ‘sweetie’, spouse, friend, or grandchildren for this delicious treat. We will be serving pancakes, eggs, sausage, and coffee. The Hanky Panky Band will serenade us with song and music. Breakfast is served from 9:00 – 11:00 AM. Tickets are \$4 in advance and \$5 at the door. For more information, call 973.4690

**International Boulevard Median Maintenance:** Beginning next week, the Public Works Maintenance crew will begin trimming the center median vegetation on International Boulevard between S. 170th and S. 200th Streets. This will help the vegetation grow stronger and healthier throughout the year. Due to periodic lane closures for traffic safety, please be prepared for slight traffic delays between 9:00 AM and 3:00 PM. Contact the Public Works Maintenance office with any questions or concerns at 973.4770.

**Agendas:**

Civil Service Commission	2.8.10
Administration & Finance Committee	2.9.10
Public Safety & Justice	2.9.10

**Minutes:**

Public Safety & Justice	1.12.10
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**You can view the City’s Event Calendar at:**

<http://www.ci.seatac.wa.us/index.aspx?page=16>



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Todd Cutts, Acting City Manager



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# AGENDA

## City of SeaTac

### Civil Service Commission

**Chair:** Richard Jordan

**Commissioners:** Donna Thomas, Vacant

**Secretary/Chief Examiner:** Stephanie Johnson

**Meeting: Monday, February 8, 2010 at 3:30pm.**

**Location: SeaTac City Hall, Conference Room 128**

#### AGENDA

1. **Call to Order** – By Committee Chair
2. **Public Comment** – If requested
3. **Regular Business:**
  - a. Approval of Minutes:
    - i. Meeting held on December 14, 2009.
    - ii. Special meeting held on January 12, 2010.
  - b. Revision of SeaTac Municipal Code 2.35.060
  - c. Fire Captain and Battalion Chief promotional examinations.
  - d. Commission vacancy.
  - e. Chief Examiner vacancy.
  - f. Other items from the Commission members.
4. **Next Meeting** – Monday, March 8, 2010 at 3:30 p.m. at SeaTac City Hall, Conference Room 128.

**Mayor**  
*Terry Anderson*

**Deputy Mayor**  
*Gene Fisher*

**Councilmembers**  
*Rick Forschler*  
*Tony Anderson*  
*Ralph Shape*  
*Pam Fernald*  
*Mia Gregerson*

**Acting City Manager**  
*Todd Cutts*

**City Attorney**  
*Mary Mirante Bartolo*

**City Clerk**  
*Kristina Gregg*



# Administration and Finance Committee Agenda

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Tuesday, February 9, 2010  
3:00 PM  
Airport Conference Room 345

## AGENDA

### Members:

Gene Fisher, Chair  
Tony Anderson  
Rick Forschler

Staff Coordinator: Mike McCarty, Finance Director

1. Increase the City's Monthly Contribution to the VEBA Expense Fund – Anh Hoang (5 minutes)
2. Amend the Classification Plan for Non-Represented Employees of the City – Anh Hoang (10 minutes)
3. Property Management Services Contract with Colliers International for the SeaTac Center Property – Jeff Robinson (5 minutes)
4. Resolution Setting the Meeting Times of Council Committees and Repealing Resolution 09-004 – Mark Johnsen (5 minutes)
5. 2010 Budget Amendment for 2009 Carryovers – Mike McCarty (5 minutes)
6. 2010 Budget Amendment for Miscellaneous Items – Mike McCarty (5 minutes)
7. Biennial Budgeting Discussion – Mike McCarty (10 minutes)
8. Email Distribution of Accounts Payable and Payroll Voucher Reports – Gene Fisher (10 minutes)
9. Gender Equity Policy for Community Athletics Programs – Julia Yoon (5 minutes)

### **Items #10 through #15 to be reviewed jointly with the Public Safety & Justice Committee**

10. 2010: 20 Year Celebration Update – Kristin Boone (5 minutes)
11. Civil Service Commissioners' Term Change – Julia Yoon (5 minutes)
12. Acceptance of the Work of Several Contractors on Fire Station 46 – Pat Patterson (5 minutes)
13. Animal Services Governance Update – Soraya Lowry/Annette Louie (15 minutes)
14. SeaTac/Airport Station Hide and Ride Parking Study – Soraya Lowry (5 minutes)
15. Redflex Red Light Violation Photo Enforcement Contract Renewal – Jim Graddon/Annette Louie (15 minutes)
16. Next Meeting – March 9, 2010



# Public Safety and Justice Committee Agenda

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February 9, 2010  
4:00 PM  
Airport Conference Room 345

**Members:**

**Councilmember Tony Anderson, Chair**  
**Councilmember Pam Fernald**  
**Councilmember Mia Gregerson**

**Staff Coordinator: Acting Fire Chief Brian Wiwel; Police Chief Jim Graddon**

**Items #1 through 6 to be reviewed jointly with the A & F Committee**

1. 2010 Celebration Update – Kristin Boone (*5 minutes*)
2. Civil Service Commissioners Term Change – Julia Yoon (*5 minutes*)
3. Acceptance of the work of several contractors on Fire Station 46 – Pat Patterson (*5 minutes*)
4. Animal Control Governance Update – Soraya Lowry/Annette Louie (*15 minutes*)
5. SeaTac/Airport Area Hide and Ride Parking Study – Soraya Lowry (*5 minutes*)
6. Redflex Red Light Violation Photo Enforcement Contract Renewal – Jim Graddon/Annette Louie (*15 minutes*)
7. Pre-Disaster Facility Agreement w/American Red Cross – Larry Ellis (*5 minutes*)



# Public Safety and Justice Committee Minutes

*These minutes are scheduled to be approved at the 02/09/10 Regular Council Meeting*

January 12, 2010  
4:00 PM  
Airport Conference Room 345

Members:	Present:	Absent:	Commence:	Adjourn:
Tony Anderson, Chair	X		4:20PM	5:00 PM
Mia Gregerson	X			
Pam Fernald	X			

Note: Items #1 – 7 reviewed jointly with Administration and Finance Committee

Other Councilmembers Present: Mayor Gene Fisher, Deputy Mayor Ralph Shape, Terry Anderson

Staff Coordinator: Fire Chief Bob Meyer and Chief of Police Services Jim Graddon

<p>1. City Hall Security - Police Chief Jim Graddon</p>	<p><input checked="" type="checkbox"/> Informational Update  <input type="checkbox"/> Recommended for:              <input type="checkbox"/> Approval              <input type="checkbox"/> Approval with modifications              <input type="checkbox"/> Denial  <input type="checkbox"/> Referred to _____.</p> <p><i>Reviewed options for security with regards to City Council meetings. Police Chief Graddon stated that City Hall is not a restricted location by law for a firearm. It is a public facility that does not fall under those prohibitions. Voluntary cooperation would be needed on restriction of firearms at council meetings as Washington State is an open carry state. Assistant City Attorney Julia Yoon advised that a search for firearms would have to be by consent of the citizen and that in doing so, the City may be exposed to liability. It was determined that the magnetometer would not presently be used for screening at City Council meetings.</i></p>
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<p>2. City of SeaTac 20 Year Celebration - Lesa Ellis</p>	<p><input type="checkbox"/> Informational Update  <input type="checkbox"/> Recommended for:  <input type="checkbox"/> Approval  <input type="checkbox"/> Approval with modifications  <input type="checkbox"/> Denial  <input checked="" type="checkbox"/> Referred to <u>February 9, 2010 A&amp;F/PS&amp;J Meeting.</u>  <i>Due to time constraints, this item was not presented. Staff will provide a final update on the March 1 Celebration at the A&amp;F and PS&amp;J Meetings to be held on February 9, 2010.</i></p>
<p>3. Additional Fees for LEEDS Certification for Fire Station 45 - Facilities Director Pat Patterson</p>	<p><input type="checkbox"/> Informational Update  <input checked="" type="checkbox"/> Recommended for:  <input type="checkbox"/> Approval  <input type="checkbox"/> Approval with modifications  <input checked="" type="checkbox"/> Denial  <input type="checkbox"/> Referred to _____.  <i>Mr. Patterson reported that the estimated additional cost for LEEDS certification for Fire Station 45 is \$90,000. He also indicated it was unlikely that the City would receive the grant funding we applied for to help pay for it. Councilmember Tony Anderson suggested that the Energy Star program may be an alternative. The Committee recommended not spending the additional \$90,000 for LEEDS certification for Fire Station 45.</i></p>
<p>4. Fire Department Body Armor - Assistant Fire Chief Brian Wiwel</p>	<p><input type="checkbox"/> Informational Update  <input checked="" type="checkbox"/> Recommended for:  <input checked="" type="checkbox"/> Approval  <input type="checkbox"/> Approval with modifications  <input type="checkbox"/> Denial  <input checked="" type="checkbox"/> Referred to <u>1/12/10 RCM</u> .  <i>Assistant Fire Chief Brian Wiwel reported that the Fire Department had purchased protective vests to be worn by Fire personnel when responding to incidents of violence such as shootings, assaults, domestic violence, and attempted suicides. These vests were represented to have a lifetime warranty, but the Fire Department has subsequently discovered this isn't the case. After negotiating with the vendor that originally supplied these vests, the City has been given a return credit to apply to the purchase cost of the replacement vests. Assistant Chief Wiwel indicated the cost of the new vests is approximately \$19,535, and will be partially paid for by a 2009 Budget carryover. This item is being presented for approval on the Summary of Purchase Requests \$5,000 - \$35,000 at the 1/12/10 Regular Council Meeting.</i></p>
<p>5. Self-Contained Breathing Apparatus - Assistant Fire Chief Brian Wiwel</p>	<p><input type="checkbox"/> Informational Update  <input checked="" type="checkbox"/> Recommended for:  <input checked="" type="checkbox"/> Approval  <input type="checkbox"/> Approval with modifications  <input type="checkbox"/> Denial  <input checked="" type="checkbox"/> Referred to <u>future Council Meeting.</u>  <i>Assistant Chief Wiwel noted there is a \$334,025 appropriation in Fund 303 (Fire Equipment Reserve Fund) in the 2010 Budget to replace self-contained breathing apparatus (SCBA) equipment. This equipment is on a scheduled 10-year replacement cycle. An agenda bill requesting approval for this purchase will be presented at a future Council Meeting.</i></p>

<p>6. Animal Services – Police Chief Jim Graddon &amp; Program Manager Soraya Lowry</p>	<p><input checked="" type="checkbox"/> Informational Update  <input type="checkbox"/> Recommended for:  <input type="checkbox"/> Approval  <input type="checkbox"/> Approval with modifications  <input type="checkbox"/> Denial  <input type="checkbox"/> Referred to _____.</p> <p><i>Police Chief Jim Graddon reported that County Executive Dow Constantine sent a letter to members of the King County Council asking them to push out the date to get out of the animal shelter business for another four to six months. This will allow additional time for the county and cities to develop a regional plan that deals with sheltering and animal control issues. Police Chief Graddon expressed that animal control could be best handled at the local level with sheltering being handled at the regional level. The Animal Control Governance Committee will continue to meet to formulate a workable plan.</i></p>
<p>7. SeaTac/Airport Hide &amp; Ride Study – Program Manager Soraya Lowry</p>	<p><input type="checkbox"/> Informational Update  <input type="checkbox"/> Recommended for:  <input type="checkbox"/> Approval  <input type="checkbox"/> Approval with modifications  <input type="checkbox"/> Denial  <input checked="" type="checkbox"/> Referred to <u>February 9, 2010 A&amp;F/PS&amp;J Meeting.</u></p> <p><i>Due to time constraints, this item was not presented, and was moved to the February 9 A&amp;F/PS&amp;J Meeting.</i></p>
<p>8. Conversion of Police Motorcycle to Traffic Car – Police Chief Jim Graddon</p>	<p><input type="checkbox"/> Informational Update  <input checked="" type="checkbox"/> Recommended for:  <input checked="" type="checkbox"/> Approval  <input type="checkbox"/> Approval with modifications  <input type="checkbox"/> Denial  <input type="checkbox"/> Referred to _____.</p> <p><i>Police Chief Jim Graddon reported to the committee that the SeaTac Police motorcycle will be due for replacement soon and is recommending that funds be used to purchase a new traffic car rather than a motorcycle when the motorcycle is taken out of service. Facts in support of this conversion are that motorcycles get turned over almost twice as much as cars and conditions limit its use, i.e., prisoner transports, inclement weather, no back-up rider when officer on vacation or leave, etc. Additionally, a motorcycle cannot be set up for SECTOR (electronic ticketing) whereas a new vehicle could easily be equipped for this. The cost differential between the motorcycle and vehicle is estimated at \$3,000/yr.</i></p> <p><i>The committee was asked for a recommendation on converting the motorcycle to a vehicle and granted approval for the conversion.</i></p>
<p>9. Court Security 2009 Statistics – Police Captain Annette Louie</p>	<p><input checked="" type="checkbox"/> Informational Update  <input type="checkbox"/> Recommended for:  <input type="checkbox"/> Approval  <input type="checkbox"/> Approval with modifications  <input type="checkbox"/> Denial  <input type="checkbox"/> Referred to _____.</p>



	<p><i>Police Captain Annette Louie presented the committee with statistical information on court security activity for 2009. The handout recapped the number of people that were screened, the number of alarms that were set off and the number/type of weapons that were brought to the screener's attention. Additionally, a second handout was provided that compared annual totals for these categories dating back to 2006.</i></p>
<p>10. Red Light Camera 2009 Statistics – Police Captain Annette Louie</p>	<p><input checked="" type="checkbox"/> Informational Update  <input type="checkbox"/> Recommended for:  <input type="checkbox"/> Approval  <input type="checkbox"/> Approval with modifications  <input type="checkbox"/> Denial  <input type="checkbox"/> Referred to _____.</p> <p><i>Police Captain Annette Louie presented the committee with statistical information on the red light camera activity for 2009. The handout recapped the total number of violations at red light intersections versus the actual number of infractions (tickets) that were issued, coupled with the annual totals for these categories dating back to 2007. The annual figures reflect a decrease in the number of violations from inception of the cameras. This would support the idea that red light camera installations reduce the number of traffic collisions at highly traveled intersections and improve safety.</i></p>