

City of SeaTac

Special Council Meeting Minutes

July 25, 2017
5:00 PM

City Hall
Council Chambers

CALL TO ORDER: The SeaTac City Council Study Session (CSS) was called to order by Mayor Michael Siefkes at 5:00 p.m.

COUNCIL PRESENT: Mayor Michael J. Siefkes, Deputy Mayor (DM) Pam Fernald, Councilmembers (CMs) Rick Forschler (*arrived at 5:02 p.m.*), Kathryn Campbell, Peter Kwon, Tony Anderson, and Erin Sitterley.

STAFF PRESENT: City Manager Joe Scorcio, City Attorney Mary Mirante Bartolo, City Clerk Kristina Gregg, Senior Assistant City Attorney Mark Johnsen, Community & Economic Development (CED) Director Jeff Robinson, Planning Manager Steve Pilcher, Parks, Community Programs and Services Director Lawrence Ellis, Finance & Systems Director Gwen Pilo, City Engineer Florendo Cabudol, and Deputy Fire Chief Brian Wiwel.

FLAG SALUTE: City Clerk Gregg led the Council, audience, and staff in the Pledge of Allegiance.

PUBLIC COMMENTS: Belinda Springer spoke regarding the homelessness issue in SeaTac and urged the City to find ways to assist them.

AGENDA BILLS:

Agenda Bill #4689; A Motion authorizing the City Manager to execute a contract to construct City Hall Security and Capital Improvements.

Summary: This construction project is needed to improve staff security, create better work flow, and create workspaces for new staff approved in the 2017 budget. The City Hall improvements are based upon review of the current City Hall layout and include improvements on both the first and third floors. A summary of the proposed improvements include:

- Permit Center swing gates will be equipped with security badge access and the City Managers Lobby Area walls will be removed to open up the lobby area and other walls added to secure staff access.
- The first floor Riverton Room will be modified to have two access points and the size increased for meetings; along with providing better staff security.
- New work space in the Court Administration area added to accommodate new court staff.
- The Court Payments Lobby will be relocated adjacent to the Police window for better customer service and court administration access.
- The main first and third floor lobby areas will be updated and provided with better signage to help customers locate departments easier.

This contract was put out for bid, and responses were received Friday, July 21. The construction of this project is budgeted in the Municipal Facilities CIP Fund.

Senior Management Analyst Ramsaur reviewed the agenda bill summary. Since the City Council packet was prepared prior to the bid opening, Mr. Ramsaur presented the bid results at the meeting. One bid was received for \$67,953. The contract amount will not exceed \$108,384 which includes sales tax and a 45% contingency.

Council discussion ensued regarding the contract amount and contingency.

CM Forschler arrived at this point in the meeting.

Council consensus: Refer to the 8/8/17 RCM Consent Agenda

Agenda Bill #4692; A Motion authorizing the City Manager to execute a 36-month lease with Green Dot Public Schools Washington State.

Summary: The proposed lease with Green Dot Public Schools Washington State encompasses 2,161 square feet on the 2nd floor of SeaTac City Hall. Minor improvements are being requested by the prospective tenant that include new carpeting. Provided the tenant is not in default, the tenant will have one option to renew the term of the lease for a period of three years. The initial monthly lease rate is \$3,512 and the rate will increase 3% each year.

AGENDA BILLS (continued):

Agenda Bill #4692 (continued):

The total rent revenue generated by the 36-month lease is \$130,248. The City will pay a 5% leasing commission to the Andover Company, which is \$6,512.40. The net income for the 36 month period will be \$123,735.60. The improvements requested by the tenant will be completed before the move in date of September 1, 2017 if this Motion is approved.

Parks, Community Programs and Services Director Ellis reviewed the agenda bill summary.

Council discussion ensued regarding the space on 2nd floor, improvements, and market rate.

City Manager Scorcio requested this item be placed on tonight's consent agenda so the tenant can move in by September 1. Council concurred.

Council consensus: Refer to the 7/25/17 RCM Consent Agenda

Agenda Bill #4694; A Motion authorizing the City Manager to execute a contract amendment with Nordvind Company LLC for the Riverton Heights Neighborhood Park project.

Summary: On February 28, 2017, the City Council authorized the City Manager to execute a contract with Nordvind Company LLC to construct the Riverton Heights Neighborhood Park. With construction 70% completed and grant funds still available, staff and the project architect consulted with the contractor to enhance existing elements from the original design. These enhancements include: (1) remove damaged concrete sidewalk and curb, install new concrete curb, curb ramp, and asphalt path; (2) excavate and install aggregate base and asphalt paving to increase walk width to 8 feet; (3) excavate and install aggregate and asphalt pavement to increase width to 10 feet; (4) excavate and install aggregate base and asphalt pavement path instead of a crushed rock path; and (5) excavate and install aggregate base and reuse existing aggregate, install asphalt pavement and install two removable bollards.

The City Council previously authorized an expenditure up to \$255,595, including sales tax and contingency. The amount of this proposed contract amendment for the added amenities listed above is \$53,381, including sales tax. This increases the total authorized construction costs to \$308,976. There is no need for a budget amendment, as the additional expenditures are within the budgeted amount. The construction of this project is fully funded by a \$332,000 Community Development Block Grant (CDBG). The initial project is approximately 90% complete and the contractor is already mobilized to complete the additional tasks.

The construction portion of this project is 100% funded by the CDBG, so there is minimal fiscal impact to the City. The total grant amount available for this project is \$332,000. The proposed total authorized construction amount is \$308,976, less than the available grant funding.

Parks, Community Programs and Services Director Ellis reviewed the agenda bill summary.

Council discussion ensued regarding the grant money and Administration & Finance (A&F) Committee recommendation to move forward.

Council consensus: Refer to the 8/8/17 RCM Consent Agenda

PRESENTATIONS:

Transpo Group study findings on the impacts from the Airport owned TNC/Taxi lot on the South 160th Street corridor between Air Cargo Road and International Boulevard (IB).

City Engineer Cabudol stated the City received a complaint on queuing from the TNC/Taxi lot which impeded Master Park traffic exiting from their lot. Two studies were conducted. The effort included data collection at five intersections, as well as collision history, and level of service for each intersection.

He reviewed 24-hour volumes on South 160th Street (peaks at 10:45/11:45 a.m.)

Corridor study found there is an increased demand for South 160th Street corridor, specifically access to ground transportation lot. The ground transportation lot study shows the berm affects all users of the lot.

PRESENTATIONS (continued):

Transpo Group study findings (continued):

Staff is recommending additional changes such as pavement markings. The study also recommends adding a second access point. Staff is not recommending that.

Staff is working closely with the Port of Seattle (POS). City Manager Scorcio stated this was a jointly funded project with the POS.

Mr. Florendo stated staff looked at ways to improve operations within existing confines.

Council discussion ensued regarding solutions, study results, rental car facility impacts, laws, residential use, TNC vehicles, need for improved signage, where were all of these cars before – 33rd/34th Avenues (impact was moved from residential neighborhoods), requirements for a waiting lot versus a parking lot, Traffic Impact Fees (POS is currently exempt from), and enforcement.

Mr. Cabudol stated part of the recommendation is to change channelization on South 160th Street to accommodate egress/ingress.

Key City Issues and Requests for Direction

City Manager Scorcio commented on the following:

- (1) SeaTac Report summer issue delivered;
- (2) Puget Sound Regional Fire Authority (PSRFA) is selecting its new Fire Chief and had a reception July 24 and interviews today, Management Analyst Anita Woodmass is representing the City Manager's Office during this process;
- (3) Fire Chief Schneider is unable to attend the August 8 meeting for recognition but there is a retirement party August 31. Mr. Scorcio requested something be placed on the August 8 agenda to be approved by Council and then presented at the retirement party. Council concurred;
- (4) August 1 – National Night Out (NNO);
- (5) August 4 - Consulate of Guatemala Open House;
- (6) July 11 there was a legislative presentation with questions by Council. The answers were provided to Council. Mayor Siefkes requested the answers be posted on the City's website;
- (7) Sea-Tac Airport projects – staff asked the POS for an update. The POS offered to do a briefing in mid to late September. Council concurred;
- (8) Automatic Referrals to A&F Committee: Financial Policies, Audit Entrance or Exit Conferences, Budget Amendments, and discussion or matters related to the preparation of the budget process. Council concurred;
- (9) Department of Ecology (DOE) grant application - \$50,000 to support low impact development and feasibility mapping project. Council concurred; and
- (10) Former CM Steve Stevenson, Sr. passed away. He served on the Council 1996 – 1999. A celebration of life is being held August 13.

This item was moved later on the agenda to accommodate the appointees.

Confirmation of Mayoral Appointment of Stanley Tombs and Tejvir Basra to the Planning Commission (PC), Dennis Anderson to the Senior Citizen Advisory Committee (SCAC), and Clyde Hill to the Arts, Culture & Library Advisory Committee.

MOVED BY FORSCHLER, SECONDED BY SITTERLEY TO APPOINT STANLEY TOMBS AND TEJVIR BASRA TO THE PLANNING COMMISSION, DENNIS ANDERSON TO THE SENIOR CITIZEN ADVISORY COMMITTEE, AND CLYDE HILL TO THE ARTS, CULTURE & LIBRARY ADVISORY COMMITTEE.*

CM Campbell questioned residency requirements for committees.

*MOTION CARRIED UNANIMOUSLY.

Mayor Siefkes presented certificates to Mr. Tombs, Mr. Basra, and Mr. Hill who were in attendance.

PRESENTATIONS (continued):

Council Requests to Refer Items to Committees

CM Kwon requested the following:

- a proposal for an Arts & Culture facility be referred to the Arts, Culture & Library Advisory Committee. Council concurred.
- an inspection program for rental properties be referred to the Code Compliance Committee. Council did not concur. No additional staff time will be allocated to develop a rental inspection program outside of work already being done. DM Fernald requested to see what staff has so far.
- Council consensus on how to vote on the South County Area Transportation Board (SCATBd) proposed procedure change to include Pierce County as a voting member. Council concurred to placing this topic on the August 8 CSS as a presentation.

DM Fernald requested load limits on residential streets be referred to T&PW. Council concurred.

CONSENT AGENDA:

Approval of claims vouchers (check no. 118394 - 118524) in the amount of \$3,575,239.85 for the period ended July 20, 2017.

Approval of payroll vouchers (check no. 53952 - 53979) in the amount of \$96,488.65 for the period ended July 15, 2017.

Approval of payroll electronic fund transfer (check no. 91475 - 91605) in the amount of \$318,134.36 for the period ended July 15, 2017.

Approval of payroll wire transfer in the amount of \$52,061.41 for the period ended July 15, 2017.

Approval of Council Meeting Minutes:

Transportation & Public Works Committee Meetings held June 15 and 29, 2017

Special Land Use and Parks Committee Meeting held July 5, 2017

Public Safety & Justice Committee Meeting held July 6, 2017

Council Study Session held July 11, 2017

Regular Council Meeting held July 11, 2017

Code Compliance Committee Meeting held July 13, 2017

The following items were reviewed at the July 11, 2017 Council Study Session and recommended for placement on this Consent Agenda:

Agenda Bill #4666; A Resolution #17-17-011 establishing the 2017 Final Docket of Comprehensive Plan Amendments.

Agenda Bill #4662; A Motion authorizing the City Manager to sign appropriate documents to allow the Public Works Department to utilize its on-call contract with Transpo Group to develop a transportation concurrency program for the City of SeaTac.

Agenda Bill #4680; A Motion authorizing the City Manager to enter into contracts with human services agencies as recommended by the Human Services Advisory Committee and the Administration and Finance Committee.

Agenda Bill #4673; A Resolution #17-012 accepting the Analysis of SeaTac Fire Station 47 report dated May 26, 2017, relocating Station 47 operations (staff and equipment) to Station 46 as soon as practical, securing Station 47 for future demolition, and marketing and selling the Station 47 property.

Agenda Bill #4692; A Motion authorizing the City Manager to execute a 36-month lease with Green Dot Public Schools Washington State.

MOVED BY KWON, SECONDED BY FORSCHLER TO ACCEPT THE CONSENT AGENDA AS PRESENTED.

MOTION CARRIED UNANIMOUSLY.

PUBLIC COMMENTS (related to Unfinished Business): There were no public comments.

UNFINISHED BUSINESS: There was no Unfinished Business.

CITY MANAGER'S COMMENTS: City Manager Scorcio commented on the calendar items: July 26 - Highline Forum, July 27 - LUP, August 1 – NNO and POS open house at Valley View Library, August 3 - A&F and Public Safety & Justice (PS&J), August 4 – Riverton Heights Park Dedication and Guatemala Consulate Open House, August 8 – only Council meeting scheduled in August, and August 9 – Connecting 28th/24th project ribbon cutting.

COMMITTEE UPDATES: CMs provided the following committee updates:

CM Sitterley - Airport Advisory Committee: SR 509

CM Kwon – T&PW: SR 509/South 188th Street interchange, South 168th Street Storm Water Repair, 2018 overlay, 42nd Avenue South speeding issue

CM Forschler – Hotel/Motel (H/M) Tax Advisory Committee has a new member but there are still two vacancies

CM Campbell – Sidewalk Advisory Committee, July 26 - KC flood control board meeting

Mayor Siefkes – encouraged everyone to be mindful of August summer recess when scheduling committee meetings

COUNCIL COMMENTS: CM Campbell stated the City has combined the CSS and RCM into a SCM three times since March 2016. She stated the residents are owed consistency.

CM Forschler requested the August LUP Committee meeting be cancelled or rescheduled. He stated the T&PW Committee had a presentation on a new way of calculating stormwater fees which he thinks there is a good option.

CM Kwon commented on the following: (1) July 26 - Music in the Park, and August 1 – primary election.

CM Sitterley thanked Ms. Springer for speaking about homelessness. She also commented that there is an expected increase in aviation jobs around the country. She is hosting a NNO event at her house and everyone is welcome.

Mayor Siefkes spoke regarding tonight's shortened meeting due to too few items on the CSS.

RECESSED: Mayor Siefkes recessed the Special Council Meeting to an Executive Session on pending litigation at 6:36 p.m. for 40 minutes.

EXECUTIVE SESSION: Pending Litigation RCW 42.30.110(1)(i)

Staff present: City Manager Scorcio, Senior Assistant City Attorney Johnsen, CED Director Robinson, Planning Manager Pilcher

Mr. Johnsen announced Council requested an additional 20 minutes at 7:16 p.m., and 5 minutes at 7:36 p.m.

RECONVENED: Mayor Siefkes reconvened the Special Council Meeting at 7:41 p.m.

ADJOURNED:

MAYOR SIEFKES ADJOURNED THE SPECIAL MEETING OF THE SEATAC CITY COUNCIL AT 7:41 P.M.



Michael J. Siefkes, Mayor



Kristina Gregg, City Clerk