

# City of SeaTac

## Council Study Session Minutes

June 13, 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 5:01 p.m.

**COUNCIL PRESENT:** Mayor Michael J. Siefkes, Deputy Mayor (DM) Pam Fernald, Councilmembers (CMs) Rick Forschler, Kathryn Campbell, Peter Kwon, and Erin Sitterley. Excused Absent: CM Tony Anderson.

**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, Senior Planner Kate Kaehny, Parks, Community Programs and Services Director Lawrence Ellis, Facilities Manager Brian Ruda, Public Works (PW) Director Will Appleton, City Engineer Florendo Cabudol, Assistant City Engineer Janet Mayer, and Finance & Information Systems (IS) Director Gwen Pilo.

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

### **AGENDA BILLS:**

**Agenda Bill #4380; An Ordinance adopting amendments to SeaTac Municipal Code (SMC) 15.205.040 (Zoning Code), regarding ground floor commercial space requirements for multi-family projects outside of established overlay districts.**

**Summary:** The proposed changes to the Zoning Code were drafted based on a review of mixed use provisions in neighboring cities, where requirements for ground floor commercial space in multi-family projects are generally focused in locations which have high visibility and/or are high traffic areas. Additionally, a guiding principle articulated by the Planning Commission (PC) was to allow for opportunities for retail and commercial businesses in SeaTac's commercially-focused zones.

*Policy Alignment:* The proposed amendments align with multiple Comprehensive Plan Land Use policies: (1) promoting housing access (Policy 2.2F); (2) promoting access to neighborhood services in mixed use residential buildings (Policy 2.21); and (3) policies which promote concentrations of commercial uses, mixed uses and "high density housing" in areas designated for Commercial Medium Density and Commercial High Density land uses (Policies 2.4D, 2.4E, 2.4F).

*Why Action Needed:* The proposed amendments are intended to improve the viability of mixed use projects as a means of better implementing policies to promote mixed use and higher density residential development. Adopting the proposed amendments would also help to remove barriers from the Zoning Code, and bring it more in line with neighboring cities, which have less onerous requirements for residential mixed use projects.

*Review Process:* The PC reviewed the proposed amendments during two work sessions in spring of 2016, and after conducting a public hearing (PH), recommended adoption. City Council reviewed the proposal at three meetings in the summer and fall of 2016, before referring the proposed amendments to the Land Use and Parks (LUP) Committee. The LUP Committee reviewed the proposal three times: January 26, February 23, and April 27, 2017, after which they recommended adoption of the proposed amendments.

*Summary of Proposed Amendments:* The proposal reduces and in some cases eliminates existing requirements for ground floor commercial space in multi-family residential developments. The proposed amendments would only apply in certain zones outside of the City's three overlay districts. The overlay districts, including the City Center and South 154th and Angle Lake station areas, will be addressed in the near future, per the request of the LUP Committee.

A summary of the proposal follows:

#### **Areas Outside of Overlay Districts**

#### **Multi-Family Projects in Zones with a Residential Focus:**

*Proposed Changes:* Eliminate existing requirement for 50% of the ground floor adjacent to streets (just along the frontage) to include commercial space, but allow developer the option.

**AGENDA BILLS (continued):**

**Agenda Bill #4380 (continued):**

*Zones Affected:* Urban High-Urban Center Residential (UH-UCR) and Office/Commercial/Mixed Use (O/C/MU) zones.

***Multi-Family Projects in Zones with a Commercial Focus:***

*Proposed Changes:* Reduce requirement for ground floor commercial space adjacent to streets (just along the frontage) from 100% to 50% if property is located along Principal Arterials, specifically: International Boulevard (IB) and South 188th Street. Eliminate ground floor commercial space requirement in other locations, but allow developer the option.

*Zones Affected:* Office Commercial Medium (O/CM), Community Business (CB), Community Business in the Urban Center (CB-C), Aviation Business Center (ABC) zones.

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

CM Forschler provided an update from the LUP Committee, which recommended approving this Ordinance as phase 1, addressing areas outside of the three overlay districts.

Council discussion ensued regarding reducing or eliminating minimum requirements and how this repels or attracts development.

**Council consensus:** Refer to the 6/27/17 RCM Action Item

**Agenda Bill #4651; A Motion authorizing the City Manager to execute a contract with Fresh Property Management Inc. for the demolition of Old Fire Station #45.**

**Summary:** With the construction of a new Fire Station #45 in 2016, the old Fire Station #45 became vacant. Due to the cost to upgrade the existing building for other possible uses, it was determined the building should be demolished. All reusable items in the facility and the fuel tanks were removed.

On May 11, 2017 the Call for Bids was sent to 32 vendors via the Small Works Roster. The mandatory pre-bid conference was held on May 18, 2017, providing potential bidders an opportunity to view the facility. The bid opening was held Friday, June 2, 2017 and 2 bids were received.

Company Name	Base Bid	With 10% Contingency and Sale Tax
Fresh Property Management, Inc	\$112,500.00	\$135,000.00
Northwest Abatement Services, Inc	\$119,476.00	\$143,371.20

Demolition is estimated to start in July 2017 and the project is estimated to last between 3-6 weeks. The budget for this project is \$150,000. Future use for the land is undetermined at this time.

Facilities Manager Ruda reviewed the agenda bill summary.

Council discussion ensued regarding demolition of the fire station.

**Council consensus:** Refer to the 6/27/17 RCM Consent Agenda

**Agenda Bill #4654; A Motion authorizing the City Manager to execute a contract with Bruce Dees and Associates LLC to design the 4th multi-purpose field at Valley Ridge Park and the synthetic turf replacement of fields 1-3.**

**Summary:** Bruce Dees and Associates LLC will design the 4th field and provide the specifications for the synthetic turf replacement on fields 1-3 at Valley Ridge Park. Bruce Dees and Associates LLC were the original architects for the renovation of Valley Ridge Park in 2007, and they were selected through an interview process. The scope of their work will include schematic design, design development, preparation of construction documents, bidding, construction review and project oversight. In addition, Bruce Dees and Associates will provide the specifications in preparation to bid for the replacement of the existing synthetic turf on fields 1-3. The synthetic turf on the existing fields is the original surface which was installed in 2007 and the turf has not passed current attenuation testing.

**AGENDA BILLS (continued):**

**Agenda Bill #4654 (continued):**

The elements of the construction project will include a multi-use field with synthetic baseball infield, perimeter fencing, concrete plaza, backstop, covered dugouts, sport field lighting, and built-in bleachers that will match the existing bleachers.

The addition of a 4th field will increase the revenue significantly based on the number of rentals and tournaments. Over the past 10 years (2007-2016), the three existing fields generated \$2,051,368 in revenue, which paid for the original cost of the fields. The replacement of the synthetic turf and the design of the 4th field are scheduled for 2017 and the construction of the 4th field is scheduled in 2018.

The Washington State Architecture and Engineering fee schedule was used to determine the design fee based on the estimated construction of the project. The fees for Bruce Dees and Associates LLC will be \$207,000.

The project was approved as part of the 2017-2022 Capital Improvement Program as part of the 2017-2018 Biennial Budget. The project is funded through Real Estate Excise Tax and Construction Sales Tax revenues in Fund #301.

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

Council discussion ensued regarding the material that will be used on the field, lifespan of materials, of 4<sup>th</sup> field location and design versus build, and company chosen.

**Council consensus:** Refer to the 6/27/17 RCM Consent Agenda

**Agenda Bill #4645; A Motion authorizing the City Manager to execute a professional services contract with Transpo Group for the development of a Self-Assessment and Transition Plan in compliance with the Americans with Disabilities Act (ADA), in an amount not to exceed \$136,000.**

**Summary:** The Americans with Disabilities (ADA) act of 1990 provides comprehensive civil rights protections to persons with disabilities in the areas of employment, state and local government services, and access to public accommodations, transportation, and telecommunications. There are five titles (or parts) to the ADA, of which Title II is most pertinent to travel in the public right-of-way. This title specifies equal access to all services, programs and activities that are provided or made available by public entities.

This ADA Self-Assessment and Transition Plan will comprehensively address the requirements of ADA Title II, Part 35, Subpart D – Program Accessibility § 35.150 (d)(3) which states:

The plan shall, at a minimum—

1. Identify physical obstacles in the public entity's facilities that limit the accessibility of its programs or activities to individuals with disabilities;
2. Describe in detail the methods that will be used to make the facilities accessible;
3. Specify the schedule for taking the steps necessary to achieve compliance with this section and, if the time period of the transition plan is longer than one year, identify steps that will be taken during each year of the transition period; and be taken during each year of the transition period; and
4. Indicate the official responsible for implementation of the plan.

The following scope of work to be performed by the Consultant consists of (but not limited to) the following tasks:

1. Project management and coordination
  1. Coordination with the City's project manager on a regular basis throughout duration of the project
  2. Preparation of regular progress reports and invoices
2. Collect data related to preparing a Self-Assessment
  1. Update and confirm data dictionary attributes for City's ADA assets meet current regulatory standards
  2. Assess and implement what data is available from the City for use in this project
  3. Summarize data collection that can easily be retrieved and mapped
  4. Develop procedures to maintain data and update asset inventory

**AGENDA BILLS (continued):**

**Agenda Bill #4645 (continued):**

3. Stakeholder and Community Engagement
  1. Develop materials, organize and participate public engagement events, City committee and Council meetings
  2. Identify and organize stakeholder groups that represent citizens with disabilities
  3. Develop and or recommend tools for collecting public comment/feedback
4. Barrier Removal within public right-of-way
  1. Audit City design standards to confirm compliance with current ADA standards
  2. Develop comprehensive strategy/plan to remove identified barriers in the public right-of-way
5. Implementation Schedule
  1. Develop a plan that prioritizes removal of high impact barriers in a systematic manner through a multiyear schedule
  2. Identify funding streams and develop planning level cost estimates
  3. Establish a monitoring system that utilizes GIS data collected in the self-assessment task to communicate, track, and report progress
6. Draft and Final Plan
  1. Develop a targeted, accessible and easy to understand written documents, maps, and tables that form an ADA Transition Plan that complies with the requirements of ADA Title II
  2. Identify City procedures, communication practice, and staffing required to implement ADA Transition Plan.

The request for qualifications (RFQ) for this work was advertised on March 16, 2017 and Statements of Qualifications were received by March 30, 2017. Four consulting firms submitted proposals. A committee of four staff members scored the proposals and Transpo Group received the highest ranking score from all four scorers. Transpo Group was selected to develop the ADA Transition Plan.

The ADA Transition Plan was budgeted in the Public Works Street Fund #102 for 2016 and 2017 in the amount of \$155,000. A request to re-allocate the \$55,000 programmed (but not expended) in 2016 will be included as part of the 2017-2018 mid-biennium budget modification this fall. Transpo Group has submitted a fee estimate for the work not to exceed \$136,000, which is \$19,000 below the estimated budget.

Assistant City Engineer Mayer reviewed the agenda bill summary.

Council discussion ensued regarding how Transpo Group was chosen, Transpo Group research on safe & complete streets, and need for assessment.

**Council consensus:** Refer to the 6/27/17 RCM Consent Agenda

**Agenda Bill #4652; An Ordinance vacating the unopened Orillia Road South right-of-way (ROW) located east of Interstate 5 and south of South 178th Street.**

**Summary:** Segale Properties, LLC. is planning to redevelop the properties adjacent to the Orillia Road South ROW and will incorporate the proposed vacated ROW into their project. There are no future connectivity plans for this segment of ROW and it serves no apparent future municipal use.

The procedures for vacating a public ROW are set forth in the Revised Code of Washington (RCW), Chapter 35.79. Council approved a Resolution setting the date of the required PH for June 24, 2017 (Resolution 16-027) to consider the merits of the application to vacate the ROW in question. All utilities serving this area were given notice of the vacation request and the Ordinance reserves any existing utility easements in the vacated area until released by the grantee.

RCW 35.79.030 provides that the City may require compensation to the City for the acquired property, not to exceed the full appraised value of the area vacated. A formal appraisal of the property is underway and is expected to be complete prior to the PH; estimates of the property value fall within the \$20,000 - \$25,000 range given current zoning. The PH is scheduled for the June 27 Regular Council Meeting (RCM), with final action to follow.

**AGENDA BILLS (continued):**

**Agenda Bill #4652 (continued):**

City Engineer Cabudol reviewed the agenda bill summary.

Council discussion ensued regarding the property value and size, boundaries, and current zoning (single-family).

**Council consensus:** Refer to the 6/27/17 RCM PH and Action Item

**Agenda Bill #4633; A Resolution adopting the Six-Year Transportation Improvement Program (TIP) for 2018-2023.**

**Summary:** The City is required by State law to annually review and adopt its TIP. This review is to include a PH and formal adoption of the program by the City Council. State law (RCW 35.77.010) requires the City to adopt a minimum Six Year TIP, prior to July 1 each year. The PH is scheduled for the June 27 RCM, with final action to follow.

Funding distribution and scheduling of projects beyond the first two years are tentative; further capital budgeting will be reviewed during next year's adoption of the City's 2019-2024 Capital Improvement Plan (CIP). On May 18, 2017, the Transportation and Public Works (T&PW) Committee was presented the Six Year TIP and approved moving the proposed list forward to CSS. The proposed TIP will also be brought before the PC on June 6, 2017, and their recommendation will be relayed to the Council.

Adoption of the TIP does not obligate the City to expend any money. There are a number of sources for financing TIP projects, including local tax and mitigation fees, state gas tax, and state and federal grants. Staff will make appropriate applications for State and Federal grant funding for the projects included in the TIP.

City Engineer Cabudol reviewed the agenda bill summary. PC concurred with the TIP as presented. He provided an update on projects the City is seeking, or has received, grants for.

Council discussion ensued regarding ST 125 Military Road South/South 152<sup>nd</sup> Street project, integration of studies (ADA and autonomous vehicles) into TIP, and prioritization of projects (34<sup>th</sup> Avenue South specifically).

**Council consensus:** Refer to the 6/27/17 RCM PH and Action Item

**RECESSED:** Mayor Siefkes recessed the Council Study Session to an Executive Session on pending litigation at 6:01 p.m. until 6:45 p.m.

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

Staff present: Mr. Scorcio, Ms. Mirante Bartolo, and Mr. Johnsen

City Clerk Gregg announced Council requested an additional 10 minutes.

**RECONVENED:** Mayor Siefkes reconvened the Council Study Session at 6:55 p.m.

**ADJOURNED:** Mayor Siefkes adjourned the Council Study Session at 6:55 p.m.