

City of SeaTac

Council Study Session Minutes Synopsis

January 9, 2018
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, Joel Wachtel, Peter Kwon, Clyde Hill, and Erin Sitterley.

STAFF PRESENT: City Manager Joe Scorcio, City Attorney Mary Mirante Bartolo, City Clerk Kristina Gregg, Finance & Systems Director Gwen Pilo, IS Manager Bart Perman, Parks, Community Programs and Services Director Lawrence Ellis, Facilities Manager Brian Ruda, Community & Economic Development (CED) Director Jeff Robinson, Public Works (PW) Director Will Appleton, Assistant City Engineer Janet Mayer, Interim Police Chief Carl Cole, Stormwater Compliance Manager Don Robinett.

PUBLIC COMMENTS (related to the agenda items listed below): Vicki Lockwood spoke regarding the Human Services Needs Assessment report stating two concerns: (1) much of the data is not specific to SeaTac, and (2) an extremely critical question was never asked – What are you willing to do to make your life better?

Mayor Siefkes announced the Human Services Needs Assessment presentation has been removed from tonight's agenda and moved back to the Administration & Finance (A&F) Committee Meeting for further discussion.

He also introduced new CMs Wachtel and Hill.

PRESENTATIONS - INFORMATION ONLY:

Introduction of a new employee: GIS Systems Analyst Justin Rich
City Manager Scorcio introduced Mr. Rich.

Mr. Scorcio also presented a pen that was used to sign the Port of Seattle (POS) Interlocal Agreement (ILA). The wood stand was made by Senior Management Analyst Tim Ramsaur.

AGENDA BILLS:

Agenda Bill #4806; A Motion authorizing the City Manager to execute the amended Agreement for membership in the South County Area Transportation Board (SCATBd).

Summary: The SCATBd consists of sixteen south King County (KC) Cities, KC and the Muckleshoot Indian Tribe. The purpose of the Board is to serve as the central forum for information sharing, consensus building and coordination to develop recommendations for transportation policies, projects and programs for the south KC Area. The City of SeaTac currently is a member of SCATBd. The City of SeaTac benefits from being a member of SCATBd by being directly involved in providing advice on plans, programs, policies and priorities for countywide, regional, state and federal transportation decisions.

On October 10, 2017, Council authorized the City Manager to enter into an agreement; more recently, the SCATBd has requested that an amended agreement be approved and executed by its member cities. The amendment made to the original agreement stipulates that only cities within the Sound Transit district are able to vote on Sound Transit projects; no other changes are proposed. The City of SeaTac is within the Sound Transit district, therefore, the proposed change does alter our original voting rights. Membership dues are \$100 annually.

The Transportation & Public Works (T&PW) Committee recommended approval of the original agreement at their September 21, 2017 meeting. Council authorized the City Manager to enter into the original agreement on October 10, 2017. The proposed amendment does not change the City of SeaTac's membership rights in any way and is supported by CM Kwon, who serves as the City's representative.

PW Director Appleton reviewed the agenda bill summary.

Council consensus: Refer to the 01/23/18 RCM Consent Agenda

AGENDA BILLS (continued):

Agenda Bill #4803; A Motion authorizing the City Manager to execute a non-exclusive agreement with Traffic Technology Services, Inc. (TTS) allowing them to obtain and utilize real time traffic signal data from the City's traffic signal controllers for the purposes of conducting a demonstration project of TTS connected vehicle technology in SeaTac.

Summary: TTS approached the City to partner on a live demonstration for an upcoming International Transportation Engineers (ITE)/ International Municipal Signal Association (IMSA) conference at the SeaTac Double Tree Hotel in February 2018. The demonstration is on connected vehicle application technology. This technology allows vehicles to share data with compatible traffic signals and informs the driver with real-time and predicted signal data. The car receives real-time signal information from the advanced traffic management system that monitors traffic lights via the on-board 4G LTE data connection. When approaching a connected traffic light, Traffic Light Information displays the time remaining until the signal changes to green in the driver instrument cluster, as well as the head-up-display (if equipped). Providing the driver with this additional information helps reduce stress and allows the driver to relax knowing approximately how much time remains before the changing of the light. In the future, it may be possible to integrate information from these advanced traffic management systems into vehicle start/stop features, navigation systems to optimize routing, and predictive services such as presenting the driver with a speed recommendation designed to maximize the number of green lights one can make in sequence. All of these services would be designed to either improve efficiency, drive time or traffic management. This technology has already been implemented in other cities such as Las Vegas. The demonstration will be conducted on a mutually agreed upon street corridor. The agreement allows for the data sharing between the City and TTS for this demonstration

A recommendation was obtained from the T&PW Committee at the December 20, 2017 Special Committee Meeting to proceed with bringing the agreement for Council review and action.

PW Director Appleton reviewed the agenda bill summary. This company is developing a product that would allow cars to communicate with traffic signals.

Council discussion ensued regarding this agreement and potential benefits to the City.

Council consensus: Refer to the 01/09/18 RCM Consent Agenda

Agenda Bill #4787; A Motion authorizing the City Manager to execute a contract with Top to Bottom Janitorial Inc for custodial work at City facilities.

Summary: On November 30, 2017, the City went out to bid for janitorial services and received 7 proposals. Top to Bottom Janitorial Inc. was the low bidder. The contract is for 1 year with the option to extend for 3 additional years in 1 year increments. The duties listed in the contract include cleaning all restrooms, clean and sanitize all kitchen counters and drinking fountains, vacuum floors, empty waste paper receptacles at City Hall, Maintenance Facility and the SeaTac and Valley Ridge Community Centers. In addition, a variety of tasks are performed daily, 3x per week, once per week, quarterly and annually. The number of hours performed annually is 3605 hours, which doesn't include emergencies that may occur throughout the year. The bid opening was December 15, 2017 (after the last Council meeting and most Committee meetings of 2017). The bids results are as follows:

Company Name	Base Bid
Top to Bottom Janitorial Inc	\$135,188.00
TKO Corporate Services	\$ 147,998.01
Diamante Cleaning Experts LLC	\$ 150,960.00
Ada Ordonez	\$ 264,000.00
Management Services Northwest	\$ 268,380.00
United Building Services	\$1,085,448.00
Whitman Global Carpet and Floor Care	No Bid

The amount of the 2018 contract is \$14.00 less than the previous contract in 2017.

In 2015, Top to Bottom Janitorial Inc. was awarded a two year contract to perform custodial and janitorial services after receiving four competitive bids. Prior to 2015, custodial and janitorial services were performed by City staff but 2 of the 3 in-house positions were eliminated at that time for cost cutting purposes.

AGENDA BILLS (continued):

Agenda Bill #4787 (continued):

The total expenditure specified in the budget for this line item in the City's 2017-2018 biennial budget is \$270,404 (\$135,202 annual cost). The new contract amount is \$135,188.00 annually, which is a decrease of \$14 from 2017.

It is Staff's recommendation that the motion be carried.

Facilities Manager Ruda reviewed the agenda bill summary.

Discussion ensued regarding the checklist; additional items have been added to hold the company accountable.

Council consensus: Refer to the 01/09/18 RCM Consent Agenda

PRESENTATIONS - COUNCIL DIRECTION:

This item was removed prior to the meeting:

Human Services 2017 Needs Assessment Presentation and Council Direction

PRESENTATIONS - INFORMATION ONLY:

Click and Request - Presentation on new phone application and web page.

IS Manager Perman stated the reason for this update is the existing phone app contract expired in mid-November and communication with app user under the old phone app was very limited.

Mr. Perman stated the phone app requests are managed through Cityworks.

Stormwater Compliance Manager Robinett stated using Cityworks creates an efficiency for staff.

Mr. Perman stated the application is called SeeClickFix, however the City is continuing to use the same branding of ClicknRequest.

Council discussion ensued regarding the use of the branding versus the application name.

Mr. Robinett stated two articles were placed in the City Manager Weekly Update notifying residents of the changes.

Mr. Perman stated a web page was also created to assist in the transition.

In addition, there is a new ClicknRequest web page on the City's web page where a person can log in and report without having the app.

This app is paid for by SWM fees.

This item was added to the agenda:

Key Public Works Project update

PW Director Appleton updated Council on the City's 2018 top six PW projects and responded to questions from Council:

- (1) Pedestrian Sidewalk access Evaluation (ADA Transition Plan)
- (2) 2018 Asphalt Overlay Project
- (3) Des Moines Memorial Drive (DMMD) and South 200th Street Intersection Improvements
- (4) Military Road Improvements South 152nd to 150th Streets
- (5) South 166th Street Pedestrian Improvement (Safe routes to schools)
- (6) Permitted Parking Program

Council stated their concern with public outreach and making sure there is enough.

RECESSED: Mayor Siefkes recessed the meeting to an Executive Session to consider the minimum price at which real estate will be offered for sale or lease at 6:20 p.m. until 6:55 p.m.

**EXECUTIVE SESSION: To consider the minimum price at which real estate will be offered for sale or lease
RCW 42.30.110(1)(c)**

RECONVENED: Mayor Siefkes reconvened the meeting at 6:55 p.m.

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