

# City of SeaTac

## Regular Council Meeting Minutes

April 24, 2018  
6:00 PM

City Hall  
Council Chambers

**CALL TO ORDER:** The SeaTac City Council Regular Meeting was called to order by Mayor Michael Siefkes at 6:00 p.m.

**COUNCIL PRESENT:** Mayor Michael J. Siefkes, Deputy Mayor (DM) Erin Sitterley, Councilmembers (CMs) Rick Forschler, Joel Wachtel, Peter Kwon, Clyde Hill, and Pam Fernald.

**STAFF PRESENT:** City Manager Joseph Scorcio, Senior Assistant City Attorney Mark Johnsen, City Clerk Kristina Gregg, Finance & Systems Director Gwen Pilo, Parks, Community Programs and Services (PCPS) Director Lawrence Ellis, Community & Economic Development (CED) Director Jeff Robinson, Public Works (PW) Director Will Appleton, PW Maintenance Supervisor Sean Clark, Police Captain Abigail Steele, Permit Center Supervisor Joyce Kennedy, Administrative Assistant 1 Eileen Bettridge, Civil Engineer 1 Pete Kang, PW Administrative Assistant 2/Operations Technician Barbara Mailo.

**FLAG SALUTE:** CM Forschler led the Council, audience, and staff in the Pledge of Allegiance.

**PUBLIC COMMENTS:** Earl Gipson spoke regarding the hiring of a Governmental Affairs and Communications Officer. He urged the Council to allow the new City Manager to hire this position if needed.

### **PRESENTATIONS:**

**Introduction of new/promoted employees: Permit Center Supervisor Joyce Kennedy / Administrative Assistant 1 Eileen Bettridge / Civil Engineer 1 Pete Kang / Public Works Administrative Assistant 2/Operations Technician Barbara Mailo**

City Manager Scorcio introduced Mrs. Kennedy, Ms. Bettridge, Mr. Kang, and Mrs. Mailo.

### **Medical Assistants' Day Proclamation**

DM Sitterley read the proclamation proclaiming May 18, 2018 as Medical Assistants' Day.

### **2018 Special Olympics USA Games**

PCPS Director Ellis introduced 2018 US Special Olympics Games Executive Director and Chief Operating Officer (COO) Jayme Powers.

Ms. Powers stated the Special Olympics competition in SeaTac is scheduled for July 1 – 6, 2018. This is the fourth time the Special Olympic Games have occurred in the US. This is also the 50<sup>th</sup> anniversary of Special Olympics. She shared a video regarding the Special Olympics. The goal of the games is to showcase the athletes.

Statistics for the 2018 games: 4,000 athletes and coaches, 10,000 volunteers, 10,000 family and friends, 50,000 fans, 14 different sports, \$76 million economic impact, transformation of lives

All events are free except for the opening ceremonies which will cost \$20 or \$65.

Standup paddleboarding will occur at Angle Lake in SeaTac. The families are asked to take light rail and then there will be a shuttle to transport them to the park.

2018 USA Games Legacy: economic impact, technology, sustainability, athlete/family experience, Special Olympics Washington, inclusion.

Ways to get involved: attend opening ceremony, fans in the stands, donate, and nominate a game changer

Council discussion ensued regarding the City's participation (logistics, working with welcoming committee, showcasing SeaTac).

## **PRESENTATIONS (continued):**

### **Briefing on the Alaska Airlines Copper River project.**

CED Director Robinson introduced Alaska Airlines Managing Director of Government Affairs Megan Ouellette. He stated he has talked with Alaska Airlines during the past 5-6 years and they are now developing on the site of the Sandstone Motel. He stated he is excited they have chosen to stay here and expand in the City. Beginning next week, the Planning & Economic Development (PED) Committee will begin hearing updates.

Ms. Ouellette provided background on the project (Copper River). Near term, phase 1 is an office building, parking garage, and on-grade parking. Future plans for a total of 4 buildings. This will create a campus environment with pedestrian access to each building, including the headquarters. She stated her appreciation of the City staff and invited everyone to attend the May 3 groundbreaking.

Upon a question posed by a CM, Ms. Ouellette stated she has only heard positive comments about the City's process.

### **5 Year Service Award to City Manager Joseph Scorcio**

Mayor Siefkes presented the service award to Mr. Scorcio. Council recognized Mr. Scorcio's efforts as City Manager.

### **Key City Issues and Requests for Direction**

City Manager Scorcio commented on the following items:

- (1) thanked Council for the recognition of his service
- (2) American Public Works Association Project of the Year Award – awarded to SeaTac for the connecting 28<sup>th</sup>/24<sup>th</sup> Avenue South project,
- (3) South 136<sup>th</sup> Street/Military Road South house fire update – extensive remodel without permits
- (4) Lifeguards – the City is currently recruiting, but there is a regional shortage of interested people, a decision will be made soon as to whether the City will have lifeguards at Angle Lake for the summer
- (5) Opportunity Zone Designation – a letter was submitted to the governor. Four of the census tracts in SeaTac were designated. It's a Federal program, without rules, criteria, or definition yet. The City does not have any requirement to do anything
- (6) Council Information Request (CIR) - safety and education outreach for multi-family (3 - 5 hours for research, 40+ hours to implement). He questioned: (a) whether Council concurred with staff dedicating the time, (b) whether Council would refer this topic to a committee after the research is done; and (c) which committee would it be referred to. Council concurred and referred the topic to the Public Safety & Justice (PS&J) Committee
- (7) He requested the topic of parking tax (revenue projections and performance) be referred to the Administration & Finance (A&F) Committee. Council concurred.
- (8) Airport Impact Study - staff began discussing today with neighboring cities, Council has already budgeted money for this. No other city has.
- (9) City Attorney Mary Mirante Bartolo will be Acting City Manager during his vacation, including at the May 8 Regular Council Meeting (RCM).

### **Council Requests to Refer Items to Committees**

CM Kwon requested the Administrative Procedures (Committee Updates / Public Comments related to Action Items / Naming of Standing Committees) be referred to the A&F Committee. Council concurred.

### **Committee Updates**

The CMs provided the following updates:

CM Forschler: requested Council referral of items to committees and committee updates be combined into one topic / Hotel/Motel (H/M) Tax Advisory Committee – police provide a report of what they see relative to hotel and motel police activity. He suggested Council consider whether to have a quarterly meeting for businesses (not just hotels) to see what is happening with police activity. / PED Committee - May 3 – 5:30 p.m., first meeting

CM Wachtel: April 12 PS&J - Puget Sound Regional Fire Authority (PSRFA) presentation / Police presentation on parking issues (tickets and signage), and Motel 6 calls

CM Kwon: April 23 Transportation & Public Works (T&PW) – PW projects update, permit parking program, April 30 - Special T&PW meeting / South County Area Transportation Board (SCATBd) – informational updates, Maple Valley Chamber created a legislative coalition in order to have more of a voice at the state level; growth management plan;

**PRESENTATIONS (continued):**

**Committee Updates (continued):**

CM Fernald: Sidewalk Advisory Committee – tentative schedule for moving forward, overview of criteria for choosing projects

CM Hill: Code Compliance Committee (CCC) had its last meeting earlier this month; May 3 – first Parks & Recreation (P&R) Committee meeting

DM Sitterley: A&F – Agenda Bill #4809 (recommended), Agenda Bill #4918 (recommended), 4/26 – next A&F committee meeting

Mayor Siefkes: PS&J – crime statistics (crimereports.com)

**CONSENT AGENDA:**

**Approval of claims vouchers (check no. 120846 - 121002) in the amount of \$3,087,208.79 for the period ended April 20, 2018.**

**Approval of payroll vouchers (check no. 54411 - 54433) in the amount of \$97,291.19 for the period ended April 15, 2018.**

**Approval of payroll electronic fund transfer (check no. 93900 - 934036) in the amount of \$346,592.15 for the period ended April 15, 2018.**

**Approval of payroll wire transfer in the amount of \$46,980.40 for the period ended April 15, 2018.**

**Approval of payroll special issue (check no. 54410) in the amount of \$363.40 for the period ended April 15, 2018.**

**Approval of Council Meeting Minutes:**

**Code Compliance Committee Meeting held April 5, 2018**

**Land Use & Parks Committee Meeting held April 5, 2018**

**Regular Council Meeting held April 10, 2018**

**The following items were reviewed at the April 10, 2018 Regular Council Meeting and recommended for placement on this Consent Agenda:**

**Agenda Bill #4890; An Ordinance #18-1016 accepting the Sidewalk Advisory Committee's recommendation for the 2019 and 2020 Sidewalk Projects and amending the 2017-18 Budget to provide additional project design funding in 2018.**

MOVED BY SITTERLEY, SECONDED BY HILL TO ACCEPT THE CONSENT AGENDA AS PRESENTED.

MOTION CARRIED UNANIMOUSLY.

**PUBLIC COMMENTS (related to Action Items):** There were no public comments.

**ACTION ITEMS:**

**Agenda Bill #4809; A Motion declaring City property surplus and authorizing its disposal.**

**Summary:** Departments are responsible for reporting to the Finance and Systems Department a list of assets that are ready for disposal. The Department is then responsible for preparing a master list of assets for disposal for presentation to the City Council for approval on at least an annual basis.

Staff is requesting the City Council declare these items as surplus property. Once approved, each Department will have 30 days to dispose of these assets using the most cost effective method for the City, which could include resale, donation, or recycling. Certain items (tasers and radars) will be sent to the King County Sheriff's Office (KCSO) of Property Management where they will be incinerated.

Any money received from the sale of an asset shall be returned to the fund where the asset resided.

The A&F Committee reviewed this proposal at their April 12, 2018 meeting and recommended it for approval.

**ACTION ITEMS (continued):**

**Agenda Bill #4809 (continued):**

Finance & Systems Director Pilo reviewed the agenda bill summary. She stated action is not required tonight.

Council discussion ensued regarding finding creative ways to dispose of the 1993 Plymouth Acclaim. Mr. Scorcio stated tonight's action is about approving disposal of the equipment. How it is disposed of can be another conversation.

**Council consensus:** Unanimous consent to place this item on the next RCM Consent Agenda.

**Agenda Bill #4918; An Ordinance #18-1017 authorizing a new full-time position, increasing an existing half-time position to full-time, and amending the City's 2017-2018 Biennial Budget.**

**Summary:** The City Manager's Office (CMO) is ultimately responsible for overseeing a wide range of services in the areas of communication, relationship with other agencies and governments, state and federal legislative agendas and interlocal agreements (ILAs) (e.g., Sound Transit, Port of Seattle (POS), etc). Since incorporation, the City has opted to disperse some duties, and ignored others. Over the last two years, CMs have also noted that this scattered approach is inadequate for the City.

The recent negotiations with the POS, and prior and current negotiations with Sound Transit have demonstrated that significant management level experience with consistently focused attention to details are needed. These efforts are an integral part of the City's basic organization and should have a consistent role and presence within the City's team.

From a practical viewpoint, the current organizational structure relies upon the City Manager and Department Head's ability to respond and react (a survival-by-necessity approach). The City's team is not aligned in such a manner to effectively maintain and actively monitor the performance of long-term agreements and communication programs. Loss of individual staff members has resulted in the complete loss of institutional memory because the current organizational alignment does not imbed memory in the system. Historically, this has been a financial and practical problem for the City.

In addition, the City does not have a Strategic Communication Plan with the corresponding implementation monitoring and consistent performance. This is clearly identified objective within the City Council's Road Map and 3-5 year goals. Lacking a strategic approach severely limits the City's ability to effectively and consistently provide information, outreach, education and involvement opportunities to the community.

This proposals annual cost will be approximately \$270,000 (2018 costs). While the largest costs are salary-related (2.0 FTE), there are also some one-time additional costs associated with the adding a new FTE. As both positions provide services to all City departments and programs, a portion of the total costs can be reasonably assigned to the dedicated revenue funds as well as the General Fund. The budget amendment for 2018 would be approximately \$125,000 (partial year with additional 1.5 FTE).

At its April 12, 2018 meeting, the A&F Committee reviewed the creation of the new position and 2018 budget changes as described above and recommended the City Council approve the proposal.

City Manager Scorcio reviewed the agenda bill summary.

Council discussion ensued regarding the Government Relations and Communication Manager: job duties, whether the current City Manager or the new City Manager should hire this position, why existing staff can't do these duties, and need for a time accounting system.

MOVED BY WACHTEL, SECONDED BY SITTERLEY TO PASS AGENDA BILL #4918 (ORDINANCE #18-1017).

MOTION CARRIED WITH FORSCHLER VOTING NO.

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

**UNFINISHED BUSINESS:** There was no Unfinished Business.

**NEW BUSINESS:** There was no New Business.

**CITY MANAGER'S COMMENTS:** City Manager Scorcio commented on the following calendar items: April 25 – 10 a.m., Tree planting for Arbor Day; Saturday, April 28 – prescription drug take back day; May 3 – Alaska Airlines groundbreaking; May 4 – Southside Chamber business forum regarding Sustainable Airport Master Plan (SAMP).

**COUNCIL COMMENTS:** CM Kwon commented on the following items: (1) SR 509 project; (2) April 25 – tree planting at Angle Lake; (3) May 1 – 6 p.m., Community Safety conversation at Tyee High School; (4) May 3 – 10:30 a.m., Alaska Airlines Groundbreaking; (5) May 4 – 10 a.m., SAMP meeting; (6) May 5 – 10 a.m., Highline Botanical Garden plant sale.

CM Fernald commented on the following: (1) feeling better and thanked everyone for the flowers, phone calls, and emails; (2) Arbor Day tree planting, overview of Tree City; and (3) Neighbors without Borders 10<sup>th</sup> Annual North SeaTac Park cleanup

CM Hill commented on his recent vacation.


**RECESSED:** Mayor Siefkes recessed the RCM to an Executive Session to consider the minimum price at which real estate will be offered for sale or lease at 8:30 p.m. for 15 minutes.

**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 8:45 p.m.


**ADJOURNED:**

MAYOR SIEFKES ADJOURNED THE REGULAR MEETING OF THE SEATAC CITY COUNCIL AT 8:45 P.M.



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Michael J. Siefkes, Mayor



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Kristina Gregg, City Clerk

*City of SeaTac  
Medical Assistants' Day  
Proclamation*

*WHEREAS, Medical Assistants are multi-skilled health professionals who perform a wide range of administrative and clinical roles with skill, dedication, and loyalty; and*

*WHEREAS, Medical Assistants the central figures in promoting and maintaining cooperative and successful relationships between patients and physicians; and*

*WHEREAS, Medical Assistants are vital members of the health care delivery system and make substantial contributions to the quality of health care in the Unites States;*

*Now therefore, I, Michael J. Siefkes, Mayor of the City of SeaTac, on behalf of the City Council, do hereby proclaim May 18, 2018 to be*

*Medical Assistants' Day*

*Given under my hand and the seal of the City of SeaTac this 24<sup>th</sup> day of April 2018.*



A handwritten signature in black ink, appearing to read "Michael J. Siefkes", written over a horizontal line.

*Michael J. Siefkes, Mayor*