



City Manager's Weekly Update

October 29, 2010

Dear Mayor, Councilmembers, Residents, and Employees:

City to Host Community Meeting for Riverton Heights Site: The City of SeaTac will host a community meeting on Wednesday, November 3 from 6 - 8 PM in the Banquet Room at the SeaTac Community Center, located at 13735 24th Avenue S. Those planning to attend should access the Community Center at the intersection of S. 136th and 22nd Avenue S.

The community has identified a new park as the number one priority for the former Riverton Heights Elementary School site, located between S. 148th Street and S. 150th Street in north SeaTac. At this meeting, we will work together to identify uses to include in this new neighborhood park (to occupy approximately 3.5 acres of the 7.8 acre site) and where they would be best located. Share your vision for the future park and help make this a valuable asset for the entire community.

The City will offer free childcare beginning at 5:45 PM and on-site translators will be available for Spanish and Somali speaking community members. Refreshments will be served.

WallyPark Opening: On Wednesday, November 10, the community will celebrate the opening of the new WallyPark mixed use development at 18613 International Boulevard. The project includes approximately 1,600 parking stalls and over 16,000 square feet of retail and commercial space on the ground floor facing International Boulevard. The total construction cost of the project is approximately \$35 million.

Transportation Security Administration Selects SeaTac: After nearly two years of research into a site selection process, the Transportation Security Administration (TSA) has selected SeaTac as the location for a new consolidated operation. The TSA has leased a full floor consisting of 18,000 square feet in the SeaTac Office Center. The operation will have approximately 60 staff members. The City worked with several property owners and brokers to help facilitate the location of the new facility which will include substantial tenant improvements.

Business Outreach Survey: The City is undertaking its annual business outreach survey to better understand the needs of existing employers in the community. The initial surveys were conducted by the Chamber of Commerce and targeted the top 50 employers in the city. This year the survey has been greatly expanded with over 100 businesses being contacted and asked to help identify how the City could assist in making their operations more successful.

SeaTac Fire Department Responds to House Fire: At approximately 2:30 PM on Wednesday, October 27, SeaTac Fire Department responded to a residential fire located at the 1100 block of S. 202nd Street. Upon arrival, crews found a fully involved carport attached to a wood-framed, single-family residence. The fire was extending into the house and into the attic. SeaTac Engine 45 attacked the carport fire while SeaTac Aid 45 worked to prevent further extension into the house, Port of Seattle Engine 712 entered the house to search for occupants, Burien Ladder 29 went to the roof and cut a ventilation hole to prevent further fire spread in the attic, and South King Engine 26 was the Rapid Intervention Team. King County Medic 13 rendered aid to a fire fighter at the scene for overexertion, and Rehab 1 from the Explorer Post provided water and snacks for the crews. The house had extensive smoke and fire damage and is uninhabitable. The residents will be staying with family members. King County Fire Investigators were called to the scene to determine the cause.



SeaTac Fire Department Cares Enough to Wear Pink: October is Breast Cancer Awareness Month and SeaTac Firefighters have been “in the pink” this week as part of the campaign to raise awareness and money for this important cause. SeaTac Firefighters donned pink T-Shirts to wear as uniform shirts for the week of October 25-29 as part of the “Care Enough to Wear Pink” breast cancer campaign. The campaign began in the United States in 2007, and spread this year after a resolution to support breast cancer research efforts was unanimously passed at the International Association of Fire Fighters convention in August. Profits from the sale of the shirts will be donated to breast cancer research.

Dia de los Muertos Event: The Highline Historical Society will be hosting Dia de los Muertos – Celebrating the Day of the Dead on Monday, November 1, from 5 - 9 PM at the SeaTac Community Center, located at 13735 24th Avenue S. Share this Latin American tradition by learning about the altars known as Ofrendas built in commemoration of departed ones. This is an excellent opportunity to learn more about the Hispanic culture. Admission and parking are free.

Annual Holiday Bazaar at the Community Center: The Senior Program’s Annual Holiday Bazaar will be Saturday, November 6, from 9 AM to 3 PM, at the SeaTac Community Center located at 13735 24th Avenue S. The facility will be filled with hand crafted items, collectibles and commercial products. Other events include a bake sale, gift baskets, raffle items, and the Café serving refreshments. The Annual Holiday Bazaar is filled at its capacity with 90 vendors.

Agendas:

Library Advisory Committee	11.02.10
Planning Commission	11.02.10
Riverton Heights Property Community Meeting	11.03.10

Minutes:

Hotel/Motel Tax Advisory Committee	10.13.10
Transportation & Public Works Committee	10.26.10
Council Actions	10.26.10

You can view the City's Event Calendar at:

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



Todd Cutts, Interim City Manager

**City of SeaTac
Library Advisory
Committee**

*Cheryl Forbes
Chair*

*Harlan Feinstein
Vice Chair*

Jacqueline Krutz

John Glover

Francisco Ebreo

—

*The Library Advisory Committee
reports to the City Council
regarding library issues including:*

*Literacy
Intellectual Freedom
Diversity*

—

City Clerk's Office

*Kristina Gregg
Coordinator*

*Zenetta Young
Staff Liaison*

*City of SeaTac
4800 S. 188th Street
SeaTac, WA 98188*

*(206) 973-4800
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**Library Advisory Committee Meeting
Agenda**

Tuesday, November 2, 2010

5:00 p.m.

Valley View Library

Book Reviews will be shared before the meeting is called to order.

5:00 pm Call to Order

Public Comments

Reports

- Chairperson
- Friends of the Library
- City of SeaTac
- Valley View Library

Continuing Business

- Approval of September 14, 2010 Minutes

New Business

- Booksale
- Fall programs (1 on 1 computer classes)
- New Library Catalog
- Take Time to Read Program
- Friends Day
- Library Advisory Forum and Budget Hearings

Around the Table

Announcements

Adjournment

Cc: Valley View Managing Librarian Bruce Greeley
KCLS Director Bill Ptacek
KCLS Library Cluster Manager Angelina Benedetti

**CITY OF SEATAC
PLANNING COMMISSION MEETING**

November 2, 2010

**Council Chambers, SeaTac City Hall, 4800 S. 188th Street
5:30 p.m. to 7:30 p.m.**

MEETING AGENDA

1. Call to Order/Roll Call – 5:30 P.M.
2. Approve Minutes of October 19, 2010 Meeting – 5:30 to 5:35 P.M.
3. New Business – 5:35 to 6:00 P.M.
 - Discussion Regarding Letters from the Washington State Department of Commerce and Puget Sound Regional Council (PSRC) Regarding Proposed 2010 Comprehensive Plan Amendments
4. Old Business – 6:00 to 7:15 P.M.
 - Monthly Update on Zoning Code Update Ad Hoc Committee's Progress and Continued Review of Zoning Code Update Proposals
 - Continued Discussion Regarding the 2010 Final Docket of Proposed Comprehensive Plan Amendments
 - Continued Discussion Regarding Sign Amortization
5. Detailed Commission Liaison's Report – 7:15 to 7:20 P.M.
6. Planning Director's Report – 7:20 to 7:25 P.M.
7. Planning Commission Comments (*including suggestions for next meeting's agenda and review of the Planning Commission's three month work schedule*) – 7:25 to 7:30 P.M.
8. Adjournment – 7:30 P.M.

Riverton Heights Project

Community Meeting # 4

November 3, 2010, 6-8pm

SeaTac Community Center

Banquet Room

13735 24th Avenue South (Access from intersection of S. 136th and 22nd Ave. S.)

SeaTac, WA 98168

Agenda

1. Welcome
2. Introductions
3. Where we are in the process: project and meeting goals
4. Review of findings thus far: community's preferred ideas and steering group recommendations
5. Ground rules
6. Review project criteria
7. Small group work: drawing ideas on site maps
8. Next steps
9. Adjourn

City of SeaTac

Hotel/Motel Tax Advisory Committee Meeting

October 13, 2010

Draft Meeting Notes

Hotel-Motel Members Present: Mayor Terry Anderson, Chair; Pat Baker; Cathy Heiberg; Nancy Hinthorne; Naomi Ishikawa, Frank Welton

Members Absent: Jeff Hart; Roger McCracken; Jerry Stotler;

Others Present: Tammy Blount, WSDMO; Natalie Elert, Dollar Rent-a-Car; Rick Forschler, SeaTac City Council; Earl Gipson, G&S; Katherine Kertzman, SSVS; Elizabeth Paulsen, CeSI; .

Meeting Duration: 3:00 – 4:30 p.m.

Staff Present: Jeff Robinson, Interim ACM / Economic Development Manager; Captain Annette Louie, SeaTac Police Department; Al Torrico, Sr. Planner;

AB #	Topic	Disposition
	2. Adoption of Minutes of August 11, 2010 – Mayor Anderson	<input type="checkbox"/> Informational Update <input checked="" type="checkbox"/> Recommended for: <input checked="" type="checkbox"/> Approval(s) <input type="checkbox"/> Approval with modifications <input type="checkbox"/> Denial Motion by Heiberg, Second by Hinthorne
	3. Report from SeaTac Police Department -- Captain Annette Louie	<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: City Council <ul style="list-style-type: none"> • Captain Louie reported on year-to-date crime statistics which show no significant increases over 2009. • Louie gave an update on the work of task forces now underway in the City. • An overview of the new on-line crime statistic reports was given and examples of the reports were distributed to the committee.
	4. Washington State Tourism Funding Informational Update – Katherine Kertzman, Tammy Blount	<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: City Council <ul style="list-style-type: none"> • <i>Kertzman introduced Tammy Blount, the VP of</i>

		<p><i>the Washington State Destination Marketing Organization (WSDMO), who provided a summary of the current status of funding for tourism promotion at the state level.</i></p> <ul style="list-style-type: none"> • <i>Blount described the purpose and mission of the WSDMO and gave examples of how important an economic engine tourism spending is for state and local governments in terms of jobs, tax revenues and business success.</i> • <i>She described the effort currently underway to research new models to support tourism funding at the state level. The importance of having a broad-based solution and a more inclusive funding model was stressed.</i> • <i>Some options that have surfaced include a statewide non-profit organization, a public / private partnership or continuing to have the state be the point for funding and marketing of tourism promotion through the Department of Commerce.</i>
	<p>5. SSVS Workplan Update – Katherine Kertzman</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> <ul style="list-style-type: none"> • <i>Kertzman gave an overview of the draft workplan for SSVS in 2011 and distributed copies of the plan to the committee. She indicated that the workplan with budget numbers would be distributed at the next H/M Committee meeting.</i>
	<p>6. Report form Multi-Update on SeaTac-specific Marketing Strategy – Elizabeth Paulsen</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> <ul style="list-style-type: none"> • <i>Paulsen provided a Powerpoint presentation that summarized the impacts of the new on-line marketing program.</i> • <i>She indicated that the number of conversions to lodging reservations was continuing to grow month by month, and of the 57 conversions in September from the SSVS website, 54 were in SeaTac hotels or motels. She further stated that this conversion rate was 8 times higher than any other visitor’s organization in the country utilizing the same booking engine.</i> • <i>Paulsen described the next steps in refining the on-</i>

		<i>line ads and making sure that the most effective placements and ad types were being used.</i>
	7. STR Discussion – Frank Welton	<p><u>X</u> Informational Update</p> <ul style="list-style-type: none"> • <i>Welton reported that it looks as though the bottom has been hit and that occupancy has continued to increase monthly.</i>
	8. Other Business	<ul style="list-style-type: none"> • <i>Robinson gave an overview of the City’s budget process and schedule for adoption by the City Council.</i> • <i>Robinson reported on the funding for the Highline Botanical Garden being tentatively approved by the City Council at a budget retreat from sources other than the H/M Tax revenues.</i> • <i>Al Torrico received input from the committee on issues that needed to be discussed with the Port, which included SSVS signage, routing of shuttles and the 182nd exit from the airport.</i>



**Transportation and Public Works
Committee Meeting
October 26, 2010
4:00 PM/Airport Conference Room - 345**

Present:

Ralph Shape, Chair
Mia Gregerson
Rick Forschler

Present:

X
X
X

Absent:

Commence:

4:15 pm

Adjourn:

5:25 pm

Other Councilmembers present: Pam Fernald
Staff Coordinator: Tom Gut, Public Works Director

(These minutes are scheduled to be approved at 11/9/10 Council Meeting)

AB #	Topic	Disposition
	1. Update on Electric Vehicle Charging Stations at City Hall – Tom Gut	<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 checked="" type="checkbox"/> Referred to staff to review proposals and prepare a recommendation.
	<p><i>Comments: City Hall has been selected as a potential electric vehicle charging station site that would be accessible to the public. Two companies, Charge Northwest and ECOtality, have received federal grant funds to cover most of the purchase, installation and operating costs. The City requested proposals from both companies for installation of charging stations at City Hall. A representative of Charge Northwest presented information on their charging stations. The stations provided by Charge Northwest would have the capability to collect revenue if the City chooses to do that in the future. Their charging unit has built-in safety features to protect the user, and the capability to report usage and carbon savings. It typically takes two hours to recharge the typical electric vehicle battery if the battery is at one-half charge. Typical fees for this service are approximately \$2 per hour of charging time. Charge Northwest charging stations will do both Level One and Level Two charging. Level Two charging is at a higher voltage and will charge vehicle batteries faster. The City would need to consider cost recovery and competition with private entities that would provide charging stations as an amenity to their customers. The City would need to dedicate parking spaces for the charging stations. Once both proposals have been received and reviewed, a recommendation will be made for Council action.</i></p>	

	<p>2. Update on Food Scraps Recycling at City Facilities – Trudy Olson</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 checked="" type="checkbox"/> Referred to staff to continue and expand program</p>
<p>Comments: <i>The food waste recycling program has been successful in recycling approximately 1000 pounds of food scrap and food paper packaging waste per month. Food waste recycling containers are available at three locations in City Hall and at the Fire Stations and Community Center kitchen. Cedar Grove collects the food waste and processes it for composting. Plans to expand the program include post-consumer recycling at the Community Center, City Maintenance Facility and second floor tenants at City Hall.</i></p>		
	<p>3. Discussion and Recommendation on Yard Debris Event Options – Tom Gut</p>	<p><input checked="" type="checkbox"/> Informational Update <input checked="" type="checkbox"/> Recommended for: <input checked="" type="checkbox"/> Approval to suspend 2011 Yard Debris Events <input type="checkbox"/> Approval with modifications <input type="checkbox"/> Denial <input checked="" type="checkbox"/> Referred to staff to provide information to residents regarding alternate programs and services.</p>
<p>Comments: <i>In response to the request to reduce General Fund expenditures, the Public Works Department is proposing to modify the Yard Waste program. Most other cities limit their yard waste events to only debris that is larger than what curb side pickup will accept. The current yard waste program provides incentive to residents to stockpile yard waste for six months between events. These stockpiles could be attracting rodents. The following options were presented:</i></p> <ol style="list-style-type: none"> 1. <i>Continue Yard Debris Events</i> 2. <i>Suspend Events</i> 3. <i>a. Bow Lake Voucher</i> <i>b. Pacific Topsoil Voucher</i> 4. <i>Subscriber Curbside Pickup</i> <p><i>The Bow Lake voucher option is the lowest cost because it limits the amount that can be dropped off to 320 pounds per vehicle. Also, yard debris processed at the Bow Lake transfer station currently goes to the landfill. Pacific Topsoil would allow a 1,200 pound load (equivalent to a full pickup) to be dropped off, but this option would have a higher cost. Yard debris received by Pacific Topsoil is recycled into compost material. King County currently provides two events a year, held in White Center, for bulky items. The Committee approved suspending the current Yard Debris Event program for 2011 which would result in a \$47,000 savings to the General Fund. It was requested information be provided to residents on the King County events program. The City would also provide information on Allied Waste's yard waste pickup service to which city residents can subscribe.</i></p>		

City of SeaTac Council Actions October 26, 2010

The following Council actions were taken at the October 26, 2010 Regular Council Meeting:

Jacqueline Krutz *was reappointed to the Library Advisory Committee.*

Barry Ladenburg, Tom Dantzer, and Roxie Chapin *were reappointed to the Planning Commission.*

Alice Belenski *was reappointed, and Shirley Coulson was appointed, to the Senior Citizen Advisory Committee.*

The following Council Meeting Minutes were approved:

Administration and Finance Committee Meeting held October 12, 2010.

Public Safety and Justice Committee Meeting held October 12, 2010.

Regular Council Meeting held October 12, 2010.

Agenda Bill #3268; Resolution #10-016 revising the evaluation process of the City Manager *was passed and became effective October 26, 2010.*

Agenda Bill #3241; Ordinance #10-1024 amending certain section of Title 15 of the SeaTac Municipal Code related to the electric vehicle infrastructure *was adopted October 26, 2010 and becomes effective November 6, 2010.*

Agenda Bill #3271; Motion authorizing the City Manager to sign a Letter of Understanding with the City of Tukwila for use of the SeaTac Facilities by the City of Tukwila in the event of an emergency *was carried and became effective October 26, 2010.*

Agenda Bill #3274; Motion establishing a Regional Fire Authority Exploratory (Ad Hoc) Committee and appointing its members *was carried and became effective October 26, 2010.*

Agenda Bill #3272; Motion authorizing the City Manager to execute a contract with The Andover Company, for the purpose of providing property leasing and representation services at the SeaTac Center property *was carried and became effective October 26, 2010.*

(No agenda bill was created. The Agenda Bill number was created for tracking purposes only.)

Agenda Bill #3276; Ordinance related to hiring and salaries of non-represented employees *was postponed to the November 9 Administration & Finance Committee and Regular Council Meetings.*