



City Manager's Weekly Update

November 5, 2010

Dear Mayor, Councilmembers, Residents, and Employees:

City Facilities Closed for Holiday and Furlough Days: City Hall and City facilities will be closed on Thursday, November 11 for the Veteran's Day holiday and also on Friday, November 12 for the third in a series of three scheduled furlough closure dates for 2010.

The Senior Wing of the SeaTac Community Center will maintain minimum staffing levels in order to open from 9:00 AM to 2:00 PM for the senior program and senior lunch only, and Parks Maintenance will have an employee to staff the opening and closure of parks and park restrooms, and for pick-up of trash at the parks.

Due to the financial challenges presented by the current economic downturn, the City of SeaTac negotiated five furlough days for 2010; three were scheduled days and the other two furlough days were scheduled by employees throughout the year and did not result in the closure of city facilities. The City appreciates the cooperation and understanding of the Washington State Council of County and City Employees, the American Federation of State, County, Municipal Employees (AFSCME), AFL-CIO Local #3830, and non-represented employees in agreeing to these furlough days. Police officers and firefighters were not furloughed. We sincerely appreciate all parties coming together to best serve the citizens of SeaTac. It is critical we work as one to understand the budgetary realities while maintaining continuity with all city services.

Reminder about Time Change and Smoke Detector Batteries: This weekend we move from Daylight Savings Time to Standard Time and need to turn our clocks back one hour. Daylight Savings Time ends this Sunday, November 7 at 2 AM. Remember to set your clocks back one hour before going to bed on Saturday, November 6 and you'll wake up with the correct time in the morning.

The Fire Department would like to remind you that this is also the perfect time to check your smoke detector batteries and change them if necessary. Smoke detectors that run on 9 volt batteries or hard wired smoke detectors with battery backups need to be changed annually to ensure they will work when you need them. Please dispose of the batteries properly by recycling them. Avoid throwing them in the garbage.

Some facts about smoke detectors:

- Smoke detectors that are properly installed and maintained play a vital role in saving lives and reducing fire deaths and injuries.
- Having a working smoke detector cuts the risk of dying in a home fire by 40-50%.
- Numbers of homes with smoke detectors that do not work outnumber homes without smoke detectors at all.
- Nearly half of all smoke detectors do not work due to missing or dead batteries.

Annual Holiday Bazaar at the Community Center: The Senior Program's Annual Holiday Bazaar will be this 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.

CERT Session 13 Receives Certificates: Police Chief Graddon reports that the recently completed Community Emergency Response Team (CERT) class was a great success. On October 30, there were 24 citizens from SeaTac, Burien, Normandy Park and the North Highline area that graduated with high energy after completing their eight week course. The graduation was preceded by a morning of practical tests including building searches, first aid, victim assessment and other skills learned from the many instructors they had. As the Chief presented certificates, the class members shared their appreciation for the staff putting on the sessions and for the adult and children volunteers involved in the practical exercises.

The next CERT training is scheduled to start Thursday, March 17, 2011. Applications are now being accepted from any citizen that lives or works in SeaTac, Burien or Normandy Park. An applicant may be accepted from outside of those areas as space permits. If anyone is interested in the program they should contact Community Service Officer Burnett at 973.4917. These classes are a collaborative effort involving SeaTac Police, Burien Police, SeaTac Fire and Burien/Normandy Park Fire Departments. We are proud that this was the 13th such session we have put on.

Chief Graddon Attends Latino Community Leadership Luncheon: On October 18, Police Chief Graddon attended a meeting of Latino community leaders and select police officials in downtown Seattle. Put together by King County Sheriff Sue Rahr and also attended by Seattle Police Chief Diaz and Burien Police Chief Kimerer, the gathering focused on present efforts underway to keep Latino children and families safe, and what can be done in the future to support this work. Ideas regarding gang interdiction, community outreach and media involvement were discussed.

Successes such as our own Laws and Paws program at Chinook Middle School were also offered. Laws and Paws is a six week program where 7th and 8th grade students work with foster dogs from a shelter. The students learn how to train the dogs for obedience and social skills. The students learn empathy, compassion, and the ability to identify problem behaviors and how to solve them. Students also learn how to relate the lessons to their own lives while learning about animal care and careers. The dialogue from the Latino Community Leadership luncheon will serve as a basis for continuing work not only in our Latino community but for all our ethnically diverse communities.

Agendas:

Civil Service Commission	11.08.10
Zoning Code Update Ad Hoc Committee, Special Planning Commission	11.08.10
Special Administration & Finance Committee	11.09.10
Public Safety & Justice Committee	11.09.10
Hotel/Motel Tax Advisory Committee	11.10.10
Regional Fire Authority (RFA) Exploratory Ad Hoc Committee	11.10.10

Minutes:

Land Use & Parks Committee	10.26.10
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You can view the City's Event Calendar at:

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

A handwritten signature in black ink that reads "Todd Cutts". The signature is written in a cursive style with a horizontal line extending from the end of the name.

Todd Cutts, Interim City Manager



4800 South 188th Street
SeaTac, WA 98188-8605

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AGENDA

City of SeaTac

Civil Service Commission

Chair: Richard Jordan

Commissioners: Donna Thomas, Erin Sitterley

Chief Examiner/Assistant Chief Examiner: Stephanie Johnson, Alyne Hansen

Meeting: Monday, November 8, 2010 at 3:30pm.

Location: SeaTac City Hall, Conference Room 128

AGENDA

1. **Call to Order** – By Committee Chair
2. **Public Comment** – If requested
3. **Regular Business:**
 - a. Approval of Minutes:
 - i. Meeting held on October 11, 2010
 - b. Battalion Chief Examination Dates 2011
 - c. Annual Council Update
 - d. Other items from the Commission members.
4. **Next Meeting** – Monday, December 13, 2010 at 3:30 p.m. at SeaTac City Hall, Conference Room 128.

Mayor
Terry Anderson

Deputy Mayor
Gene Fisher

Councilmembers
Rick Forschler
Tony Anderson
Ralph Shape
Pam Fernald
Mia Gregerson

Interim City Manager
Todd Cutts

City Attorney
Mary Mirante Bartolo

City Clerk
Kristina Gregg

City of SeaTac
Zoning Code Update Ad Hoc Committee (AHC)/
Special Planning Commission Meeting*

November 8, 2010
5:00 p.m. to 8.00 p.m.

Meeting Agenda

- I. Introductions/Review of the Agenda [5 minutes]
- II. Approval of 10/11/2010 Meeting Summary Notes [10 minutes]
- III. Public Comment [5 minutes]
- IV. Old Business
 - A. No items
- v. New Business [2 hours 35 minutes]
 - A. Discussion on AHC Project Review Schedule
 - B. Discussion on Potential New City Center Parking Program Models
- VI. Public Comment [5 minutes]
- VII. Adjournment



Special Administration and Finance Committee Agenda

Tuesday, November 9, 2010
2:30 PM
Airport Conference Room 345

AGENDA

Members:

Gene Fisher, Chair
Tony Anderson
Rick Forschler

Staff Coordinator: Mike McCarty, Finance and Systems Director

1. Recreation Scholarships for Seniors – Kathleen Cummings/Lawrence Ellis (5 minutes)
2. Increase to Approved Amount for the City Hall Cooling Tower to Cover Sales Tax and Contingency – Pat Patterson (5 minutes)
3. Motion to Approve the Installation of and the Low Bid for the Direct Digital Controls for the HCAC System in City Hall – Pat Patterson (5 minutes)
4. Resolution Cancelling Outstanding Municipal Checks and Unclaimed Bid Deposits for Reporting to the State of Washington Department of Revenue Unclaimed Property Section – Mike McCarty (5 minutes)
5. Motion Declaring City Property Surplus and Authorizing Its Disposal – Mike McCarty (5 minutes)
6. City of SeaTac 2011 State Legislative Agenda – Jeff Robinson (10 minutes)
7. Position Vacancy Review Board Recommendations – Tom Gut/Human Resources (10 minutes)
8. Revision to Council Administrative Procedures – Councilmember Ralph Shape (15 minutes)
9. Ordinance Related to the Hiring and Salaries of Non-Represented Employees – Councilmember Rick Forschler (15 minutes)

Items #10 and 11 to be reviewed jointly with the Public Safety & Justice Committee

10. Council Chambers Technology – Kristina Gregg (10 minutes)
11. Interlocal Agreement with Kent RFA for Specific Fire Services – Brian Wiwel (10 minutes)
12. Next Meeting – December 14, 2010



Public Safety and Justice Committee Agenda

November 9, 2010
4:00 PM
Airport Conference Room 345

Members:

Councilmember Tony Anderson, Chair
Councilmember Pam Fernald
Councilmember Gene Fisher

Staff Coordinator: Acting Fire Chief Brian Wiwel; Police Chief Jim Graddon

Item #1 & #2 to be reviewed jointly with the A & F Committee

1. Council Chambers Technology – Kristina Gregg (*10 minutes*)
2. Interlocal Agreement with Kent RFA for Specific Fire Services – Brian Wiwel (*10 minutes*)
3. Sound Shake Drill Update – Brian Wiwel (*5 minutes*)
4. Radio Rebanding Update – Brian Wiwel (*5 minutes*)
5. Crime Stats Update – Annette Louie (*5 minutes*)



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HOTEL/MOTEL COMMITTEE

November 10, 2010

3:00 – 5:00 PM

SeaTac City Hall, Airport Conference Room

4800 S. 188th Street

Chair: Mayor Terry Anderson

AGENDA

- 1. Introductions – All (5 minutes)**
- 2. Review & Approval of October 13, 2010 Minutes – Mayor Anderson (5 minutes)**
- 3. SSVS Workplan and 2011 Line-item Budget Presentation -- Katherine Kertzman, SSVS (30 minutes)**
- 4. Update on SeaTac-Specific Tourism Marketing Concept -- Katherine Kertzman, SSVS / Elizabeth Paulsen (20 minutes)**
- 5. STR Discussion – Jerry Stotler (5 minutes)**
- 6. SSVS Airport Signage – (15 minutes)**
- 7. Other Business**
- 8. Adjourn**

SEATAC FIRE DEPARTMENT / KENT FIRE DEPARTMENT RFA EXPLORATORY COMMITTEE MEETING

DATE: November 10, 2010
TIME: 1730-1930 Hours
LOCATION: SeaTac Fire Station 46
Administration Office
Classroom (ECC)
3521 South 170th Street
SeaTac

DATE OF NOTICE: November 3, 2010

FROM: Tony Anderson, SeaTac Council Member Co-Chair
Les Thomas, Board Member - Kent Fire Department RFA Co-Chair

TO: Chief Brian Wiwel / Chief Jim Schneider (Facilitators)

(2) RFA Board	RFA Board Member Mike Denbo RFA Board Member Les Thomas
(2) IAFF Local 1747	Mark Jones, President Scott Galassi, Vice President
(1) Firefighter	Terry McCartin
(1) Captain	Mike Richardson
(1) Battalion Chief	Greg Markley
(1) Day Shift	Larry Rabel, Captain, Planning Unit
(3) Other	Margaret Martin, Finance Manager Mike Moore, IAFF Local 1747 Ken Weatherill, Deputy Chief
(3) SeaTac City Council	Tony Anderson Gene Fisher Mia Gregerson
(2) IAFF Local 2919	John Gallup ^{IV} , President Dan Flood, Vice President

(1) Firefighter	Keven Rojecki
(1) Captain	Brian Carson
(1) Battalion Chief	Jeff Richardson
(1) Day Shift	Ron Wieland
(3)Citizens	Dave Bush Richard Jordan Erin Sitterly
(2) Business Leaders	Art Stipan - Rontra Freight Tom Roush - Skyline Properties
(1) Other	Mike McCarty - Finance Director
(1) Note Recorder	Mary Ann Cromwell

TO DO:	ADDITIONAL AGENDA ITEMS:
1.	1.
2.	2.
3.	3.
4.	4.
5.	5.

AGENDA

TOPIC	TIME	PRESENTER	
1730 Dinner			
1735 Introduction	10 minutes	Co-Chair	
1745 The Anatomy of a Fire	15 minutes	Chief Wiwel Chief Schneider	DVD
1800 Introduction <ul style="list-style-type: none"> • Purpose of the exploratory process • Process for the committee • Objectives of the process 	10 minutes	Chief Wiwel	Discussion/Decision Discussion/Decision
1810 Break	10 minutes		
1820 Background <ul style="list-style-type: none"> • History of the SeaTac Fire Department and Kent Fire Department • Growth of both departments • Standards of response coverage documents from both departments 	40 minutes	Chief Wiwel Chief Schneider	Handouts
1900 Ground rules for the exploratory committee	10 minutes	Co-Chair	Discussion Approval of
1910 Elephants in the room <ul style="list-style-type: none"> • Work groups <ul style="list-style-type: none"> - Union (Name) - Governing Board 	10 minutes	Chief Schneider Chief Wiwel	Discussion Assignments
1920 RCW 52.26 RFA Implementation Guide	5 minutes	Chief Schneider Chief Wiwel	Handout
1925 Next meeting		Chief Wiwel Chief Schneider	Review Agenda Handout
1930 Meeting ends			

AGENDA FOR NEXT MEETING

December 9, 2010 - Thursday - 1730 Hours

Kent Fire Station 73

- Problem Statement
- Standards of Response Coverage



(Note: To be Approved by the City Council on 11/9/10)

City Council Committee Meeting Land Use and Parks Committee (LUP)

October 26, 2010

2:30 PM/Airport Conference Room – 345

Council Members

Mia Gregerson, Chair
Ralph Shape
Pam Fernald

Present:

X
X
X

Absent:

Commence: 2:30 pm Adjourn: 4:00 pm

Others Present:

Todd Cutts Kit Ledbetter Mike Scarey Please see sign-in sheet for members of the public
Cindy Baker Jack Dodge Kate Kaehny in attendance

Staff Coordinator: Cindy Baker, Interim Planning & Community Development Director

AB #	Topic	Disposition
	1. Update on Annual City Festival. Kit Ledbetter	<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"/> Recommended: Two Councilmembers join the Festival Committee and report back to LUP with recommendations.
	Comments: <i>Staff provided a history and concerns regarding the festival and made recommendations, which included (but were not limited to): (1) Reducing the festival to one day; (2) Elimination of the annual parade; (3) Have the SeaTac Youth Sports organization run food booths for fund raiser; (4) Contract with the YMCA to run the children's area; (5) Rename the festival to "Celebrating America". This would result in approximately a \$15,000 savings. LUP recommended that two Councilmembers join the Festival Committee and report back to LUP with recommendations.</i>	
	2. Potential Code Change regarding Sign Code Amortization.	<input type="checkbox"/> Informational Update <input checked="" type="checkbox"/> Recommended for: <input checked="" type="checkbox"/> Approval Extend 2 years to 12/31/1012 and refer to AHC for further review. <input type="checkbox"/> Approval with modifications <input type="checkbox"/> Denial <input type="checkbox"/> Referred to
	Comments: <i>LUP recommended that the sign amortization period be extended for two (2) years, and that the Zoning Code Update Ad Hoc Committee discuss sign amortization and make a recommendation to the Planning Commission and the City Council.</i>	

	3. Continued Discussion regarding Electric Vehicle Infrastructure Regulations.	<input type="checkbox"/> Informational Update <input checked="" type="checkbox"/> Recommended for: <input checked="" type="checkbox"/> Approval <input type="checkbox"/> Approval with modifications <input type="checkbox"/> Denial <input type="checkbox"/> Referred to
Comments: <i>Staff provided a summary of the EVI regulations. The LUP Committee recommended that the proposed regulations be forwarded to the full Council for approval.</i>		
	4. Monthly Update on the Zoning Code Update Ad Hoc Committee's Progress.	<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
Comments: <i>Staff provided a summary of the Ad Hoc Committee's October 11th meeting during which they identified issues relative to the existing parking program, recommended possible solutions, asked staff to consider two possible parking program models, and indicated that some expert assistance may be necessary.</i>		
	5. Discussion about the "Final Docket" of 2010 Proposed Comprehensive Plan Amendments.	<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
Comments: <i>Staff provided a summary of the Comprehensive Plan amendment process, the 2010 Comprehensive Plan Amendment schedule, and reviewed proposed map changes. Four proposed map amendments were discussed: (1) A-1 (City owned); (2) A-2 (Loudon); (3) A-3 (Masterpark); and (4) A-4 (Lindstrom). Questions related to proposed map amendment A-3 included height issues, and whether or not a "sunset" clause and/or restrictions could be imposed. The LUP committee requested additional information regarding the FAA height restrictions and possible legal ramifications of attaching restrictions on the Map Amendment A-3 proposal. Regarding proposed Map Amendment A-4, comments were made regarding the steep slopes on the site, access, traffic noise impacts due to Interstate 5, and the unsuitability of the site for a towing operation and whether or not restrictions could be imposed.</i>		

	6. Briefing/Update on Sound Transit South 200th Street Link.	<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>Comments: <i>Staff reviewed the design refinement schedule for the Sound Transit South Link Extension (to South 200th Street Station) and indicated that an Ad Hoc Committee appointed by the Council may be needed. The LUP Committee requested that a representative from Sound Transit should be invited to make a presentation before the LUP Committee.</i></p>	