

Item #3

September 13, 2018

PS&J Minutes



# Public Safety and Justice Council Committee Meeting Minutes

Thursday, September 13, 2018  
6:00 PM  
Riverton Room

Members:	Present:	Absent:	Commence:	6:02PM
			Adjourn:	6:32PM
Joel Wachtel, Chair	X			
Deputy Mayor Erin Sitterley	X			

Staff Coordinator: Carl Cole  
 Other Council Members Present: Peter Kwon, Clyde Hill, Pam Fernald  
 Other Staff Present: Joe Scorcio, Tim Ramsaur, Cindy Corsilles

1. Call to Order	Chair Wachtel called the meeting to order at 6:02PM
2. Public Comment	Vicki Lockwood commented that the new Neighborhood Parking Enforcement staff should be placed under the Code Compliance Supervisor.
3. Review of 7/31/18 Minutes	<p><u>X</u> Approval – Chief Carl Cole said that he wanted to standardize the meeting to be consistent with other Council Committees and wants to add this section to the monthly Agenda as an official action.</p> <p>Moved by Erin Sitterley and seconded by Joel Wachtel to approve the meeting minutes as written.</p>
4. Indigent Defense Services Contract	<p><u>X</u> Direction – Tim Ramsaur presented Agenda Bill #5038 for Council consideration to enter into negotiations with Stewart MacNichols Harmell, Inc. P.S. to provide Indigent Defense Services (Public Defender) for SeaTac.</p> <p>Background: The City had sent out for RFQ's on August 14, 2018 for Indigent Defense Services and Stewart MacNichols Harmell was the only law firm to submit a proposal. The RFQ outlined current and future caseloads with additional officers, the experience of the firm to include references and information on the project team, and looked at compensation and alternatives for compensation based on the disposition of cases. They have been providing these services to SeaTac for over 10 years and have done a very good job with no complaints from the Legal Department or SeaTac Municipal Court.</p> <p>Discussion / Questions followed.</p> <p>Committee recommends to bring forward to Council for approval.</p>
5. Permit Parking Program	<p><u>X</u> Update – Chief Carl Cole gave a brief update on the status of the program. The City has purchased the vehicles which will need to be outfitted with equipment / lights. The Legal Department is finalizing the Parking Permit Ordinance. The two parking enforcement positions have been posted internally.</p>

	After the interviews the candidates will still need to pass the background check, Polygraph, and be fingerprinted. The Chief explained that the process is lengthy.
	<b>Next Meeting: Thursday, October 11, 2018 6:00PM – 7:30PM</b> Potential topics for next meeting: Vehicle Trespass Ordinance Police Services Contract SCORE Repeat CFS Radar Trailer
Adjourn	Chair Wachtel adjourned the meeting at 6:32PM.

Item #4  
SCORE DOCS

## **SCORE Services, Programs, and Community Collaborations**

### **Booking**

Expedited booking including fingerprinting, medical screening, intake questionnaire, and securing of personal property.

### **Video Court**

Video Court allows inmates to appear in court without being transported outside the facility. This reduces transportation costs and reduces security risk associated with transporting inmates outside the secure facility. This service is available to all agencies except DOC and US Marshalls.

### **Felony Rush**

Felony Rush Bookings to King County provided for only member cities at no additional increase in their ADP calculation. Inmate is brought into SCORE and SCORE books inmate in and provides transport to King County on its next scheduled transport run. This saves the city's police officer time since it only takes time to transport to SCORE and book into SCORE (average time at SCORE is 10 min turn around) instead of King County downtown which could take hours. Note: often refused at County for medical reasons and subsequently returned to SCORE for medical clearance.

### **Custody Transfer**

Custody Transfer Bookings provided for only member Cities at no additional increase in their ADP calculation. Inmate is brought into SCORE and SCORE books inmate in and then provides transport to King County on its next scheduled transport run to King County. Note: often refused at County for medical reasons and subsequently returned to SCORE for medical clearance.

### **Field Meets**

Field Meets is a service provided to both Auburn and Federal Way currently. This service has a SCORE transport officer meeting the police officer at 272<sup>nd</sup> park and ride to alleviate the need for the police officer to drive all the way to SCORE and assist getting the police officer back in the field. SCORE then transports inmate to SCORE and books individual into SCORE.

### **Hospital Security**

Provides watch over inmate in a hospital setting.

### **Court Transport**

Custody transport to community courthouses.

### **In-Custody Escorts**

Custody escorts inmates to video court hearings and medical appointments.

### **Court Borrows**

Court Borrows – if an inmate is in custody on charges on for another agency and not on the agency requesting the inmate, the requesting agency is charged a \$25.00 fee.

### **Specialized Housing**

Dedicated living units specializing in: mental health, detoxification, or management issues.

## **Medical Services**

- 24-Hour Medical Staff provided in the daily rate.
- 24-Hour On-call Medical MD or NP is provided in the daily rate.
- 24-Hour On-call Mental Health NP is provided in the daily rate.

Forensic Psychologist provides competency evaluations within 3 days. This significantly reduces the costs to the agencies by reducing length of stay thereby reducing billable days and ADP as a direct result. Other jails, length of wait time for competency evaluations is 30 days to 90 days.

Dental services are provided for all inmates. This service keeps costs down by not having to transport inmates to the dentist for routine dental care necessary.

Medical X-Ray services are provided to all inmates. This keeps costs down for agencies not having pay for transport of inmates to the ER for x-rays. In house x-rays cost agencies routinely approximately \$9.50 for the reading of the x-ray versus an ER visit charge and cost of x-ray.

Flu Shots are provided for all chronic care inmates for the prevention of complications with illnesses. This is provided free of charge to all agencies and is covered by our medical provider contract. SCORE is the only facility to provide this for free.

Oxygen Capable Rooms (4) in SCORE medical housing this enables inmates to be on continuous oxygen should their diagnosis require it.

Isolation Rooms in Medical (5) for inmates with contagious illnesses that may be spread through contact or air borne.

Mental Health Programming – group therapy.

Health Data Collaboration with multiple community partner agencies.

Sick call services and routine medical pill line services.

## **Medically Assisted Treatment**

Methadone Continuation is provided for those individuals currently enrolled in an outside program. This is charged at \$15.00 per day per inmate for all agencies. SCORE and King County jails are the only ones to offer this service in house.

Methadone Induction is initiated for all pregnant women who state or test positive for opioids with enrollment into Swedish Ballard upon release. This includes an evaluation by the provider and mental health at no charge to SCORE. This is charged at \$15.00 per day per inmate for all agencies.

Buprenorphine Continuation for those individuals currently enrolled in an outside program. Our medical provider covers this in our medical contract. SCORE and Snohomish County jails are the only ones to offer this service but SCORE has a capacity of 90 but Snohomish County capacity is 5.

Buprenorphine Taper for those individuals who are suffering withdrawal symptoms. This provides inmates with a safer detox with less symptoms. Individuals who qualify will be initiated to start this medication. This is only provided at NaphCare sites. Our medical provider covers this in our medical contract.

Vivitrol is initiated for patients at SCORE with consecutive enrollment in offsite treatment program. This is covered by our medical provider contract. SCORE and King County jails are the only jails to offer this service.

Initiate Aristada, Abilify Maintena, and Invega Sustenna long acting injectable anti-psychotic mental health medication. Helps mentally ill inmates stay consistent with medication due to being a once a month injectable medication. This is covered by our medical provider contract. SCORE is the only jail facility to offer this. Offsite referral must be made to continue care.

**Inmate Service Provider Partnerships** provided by SCORE to all inmates are as follows:

- DSHS (Medical and Food Benefits) the inmates are able to interact on site with DSHS representative to establish or meet needs that are not being met prior to being released from facility. This includes medical and mental health services as well.
- Apple Care Enrollment – inmates are identified by medical as not having insurance and programs initiates getting all qualified enrolled in Apple Care system.

### **Mental Health Partnerships**

Various Mental Health Agencies access SCORE regularly to provide various services. SCORE provides case managers' access to their clients to continue the care or provide release planning while they are incarcerated. These agencies also provide access to inpatient/outpatient treatment and assist the inmates with navigating the healthcare system.

Two of the five Managed Care Organizations provide release planning for their membership through one-on-one interviews, telephone, or video interviews.

- Public Health - Seattle & King County Health Educators
- King County Public Health Educator provide health education classes to the inmates on various topics.

### **Education**

Highline Community College provides classes for their Reentry Education Pathways Program. Highline Community College also films and produces education videos for the inmates. SCORE provides Green River Community College and University of Washington students the opportunity to complete practicum, dissertation or intern at SCORE.

### **Community Services Collaboration**

#### **Lakeside Milam**

Provides free substance use assessments for inmates. The inmate can be referred through the courts, themselves or family members.

#### **Swedish Ballard Treatment Center**

SCORE has partnered with Swedish Ballard Treatment Center to provide access to inpatient treatment for opioid addiction for pregnant females. SCORE initiates treatment and then provides direct access to Swedish Ballard Treatment Center.

**Familiar Faces Pilot**

This pilot will test innovative ways to coordinate care and share data and address continuity of care and social-determinants of health for individuals leaving the jail(s). It will also lay the foundation for other managed care organizations to do similar work in the future. Currently, United Healthcare staff are providing reentry transitional support to members leaving the SCORE jail.

Swedish Ballard Treatment Center (Opioid treatments for pregnant females)

**LINC**

The LINC Program is comprised of a team of peer, clinicians, a prescriber, and other programs components to assist individuals to connect the behavioral and social services. The LINC Program attempts to divert inmate prior to incarceration by working with the courts.

**Criminal Justice Initiative**

Criminal Justice Initiative received referrals from the courts, attorneys, family member and inmates. Criminal Justice Initiative provides a substance use assessment for placement to inpatient treatment. Supportive housing can also be provided on a case-by-case basis. Intensive case management is provided for 90 days and is then transitioned regular case management services with one of the Mental Health Agencies.

**Emergency Department Information Exchange (EDIE)**

EDIE is a web-based platform that allows SCORE Jail medical provider access to emergency department records to provide continuity of care, inmate provider contact information, and statistical analysis for SCORE's inmate population.

**CRew (Counseling, Recovery and Wellness Program)**

The CRew Program is licensed as an outpatient mental health and substance use treatment provider within the King County Behavioral Health Organization (BHO). Our purpose is to assist adults with mental health, substance use, or co-occurring challenges to improve their quality of life. We work together with individuals to set and achieve their goals for what they think would lead towards a happier and healthier life and we tailor services based on unique strengths and barriers. The individuals we serve may be living on the streets or in shelters, may be in housing throughout King County, or may be ready for release from jails or hospitals.

Manage Care Organizations

**Library**

SCORE Jail has a working library of approximately 5,000 books. Inmates are allowed to request specific book to be checked out. The library is staffed by several volunteers

**Compliance and Accreditations**

- The SCORE Facility is ADA compliant as of 2007.
- The SCORE Facility has a NCCHC Certified Medical Provider.
- The SCORE Facility is a PREA Accredited Facility.
- The SCORE Facility is WASPC Jail Accredited Facility.
- The SCORE Facility is a Disabilities Rights of Washington Model Facility.



Service Provided	Member Agencies	Contract Agencies	DOC	Services Unique to SCORE
Video Court	X	X	X	X
Felony Rush Bookings to KC	X			X
Custody Transfer Bookings	X			X
Field Meets (Meet officers in field)	X			X
Hospital Security	X	*\$	\$	X
Court Transports	X	\$		X
In Custody Escorts	X	X	X	X
Court Borrows	X	\$		X
Specialized Housing (mental health, detox, and management)	X	X	X	X

**Medical Care**

24-Hour Medical Staff	X	X	X	X
24-Hour On Call Medical MD or NP	X	X	X	
24-Hour On Call Mental Health NP	X	X	X	
Forensic Psychologist (WSH)	X	X	X	X
In house Dental Services	X	X	X	X
In house Medical X-Ray Services	X	X	X	X
Flu Shots (for chronic care inmates)	X	X	X	X
Oxygen Capable Rooms	X	X	X	X
Isolation Rooms in Medical for medical purposes	X	X	X	X
Mental Health Programs	X	X	X	X
Health Data Collaboration	X	X	X	X
Medical Appointments	X	\$	\$	X
Methadone Continuation	X	X	X	X
Methadone Induction (Pregnant females only)	X	X	X	
Buprenorphine Continuation	X	X	X	X
Buprenorphine Taper	X	X	X	X
Vivitrol (Prevent opioid relapse)	X	X	X	X
Initiate Aristada, Abilify Maintena, and Invega Sustenna	X	X	X	X
DRW Model Facility				X

\* \$ - revenue generating fee

Service Provided	Member Agencies	Contract Agencies	DOC	Services Unique to SCORE
<b><u>Inmate Services Provider Partnerships</u></b>				
DSHS (Medical and Food Benefits)	X	X	X	X
Apple Care Enrollment	X	X	X	X

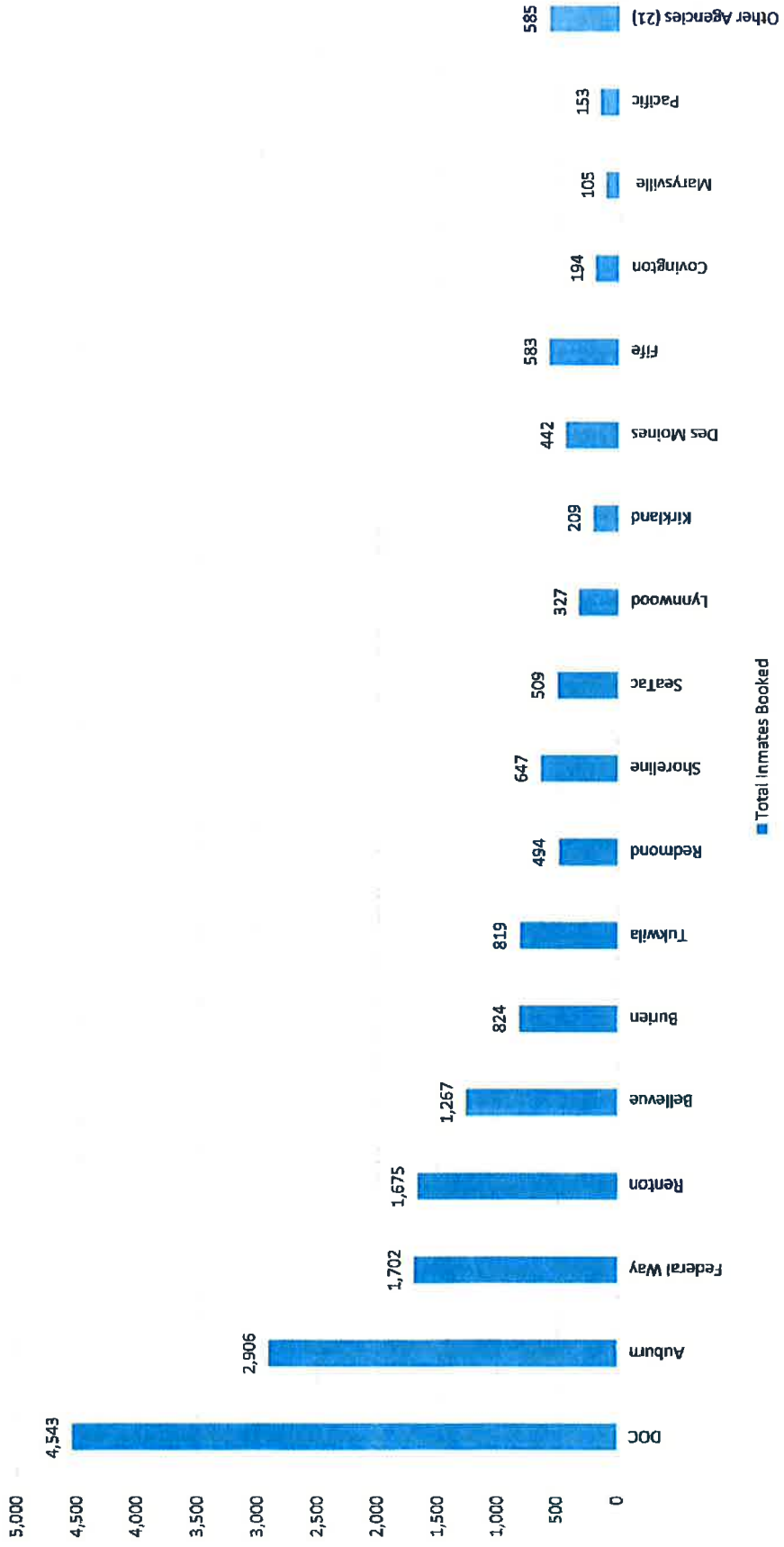
<b><u>Mental Health Partnerships</u></b>				
Various Mental Health Agencies	X	X	X	X
Sound Health				
Valley Cities				
Community House				
DESC				
REACH				

<b><u>Education</u></b>				
Highline Community College Reentry Program	X	X	X	X
Highline Community College (Film crew for medical education videos for inmates)	X	X	X	X
Green River Community College (LPN interns)	X	X	X	X
University of Washington (RN, ARNP practicum and PhD dissertation)	X	X	X	X

<b><u>Community Services Collaboration</u></b>				
Lakeside Milam (CD Assessments/Treatment)				
Familiar Faces (Continuing care/Behavioral Health Referrals/Primary Care/Treatment Plans)	X	X	X	X
Swedish Ballard Treatment Center (Opioid treatments for pregnant females)	X	X	X	X
LINC (Mental Health Diversion/Behavioral Health/Housing)	X	X	X	
Criminal Justice Initiative (Early Release to In-Patient Treatment/Case Management/Housing)	X	X	X	
EDIE (Emergency Department Information Exchange - Cross Agency Continuation of Care)	X	X	X	X
CREW (Counseling, Recovery, and Wellness Program)	X	X	X	
Managed Care Organization release planning	X	X	X	X
Public Health - Seattle & King County Health Educators	X	X	X	X
SCORE Library	X	X	X	X

\* \$ - revenue generating fee

Total Bookings by Agency 1/1/18 - 9/12/18



Alcohol Withdrawal Protocol - 1/1/18- 9/12/18

700

600

614

500

136

400

396

300

288

300

71

200

288

74

100

147

32

0

153

43

127

34

126

87

46

11

43

21

5

29

20

53

13

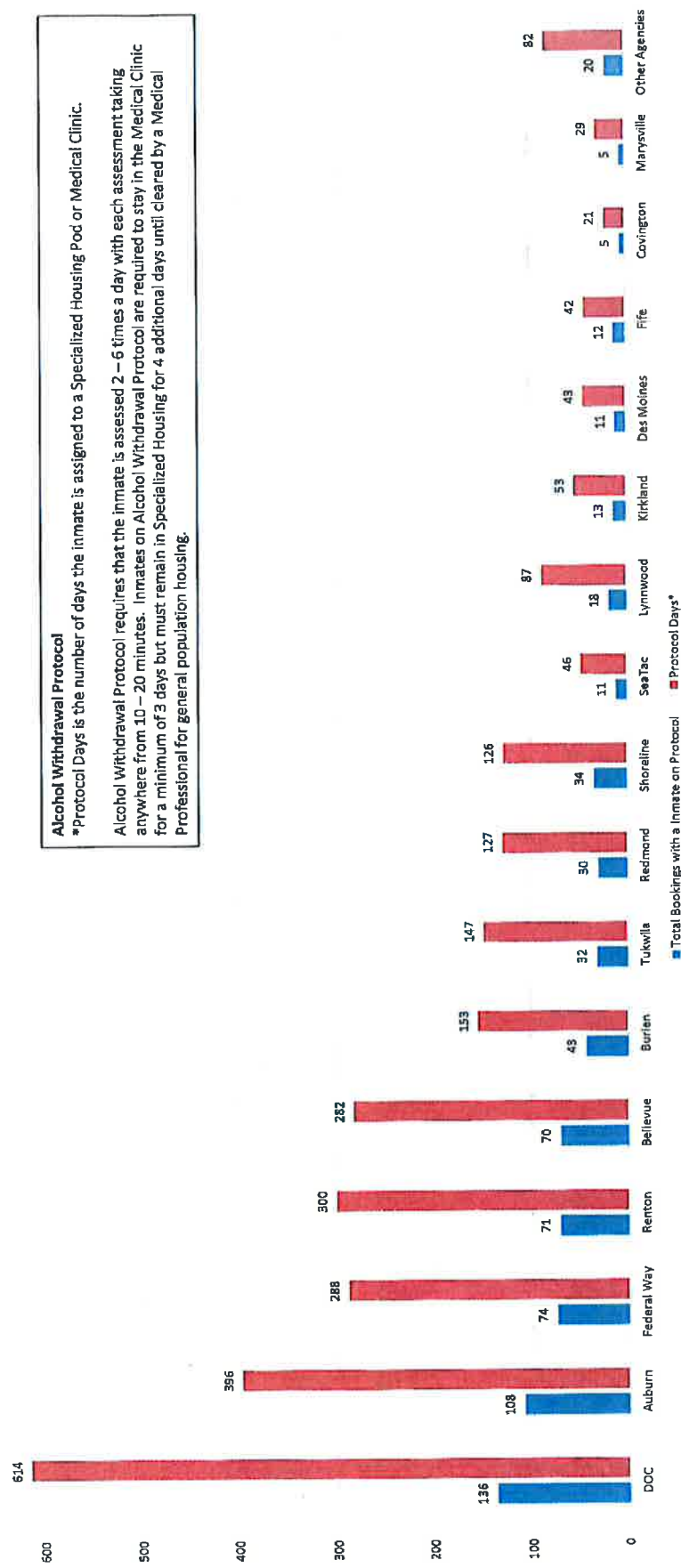
42

12

11

43

82



Alcohol Withdrawal Protocol

\*Protocol Days is the number of days the inmate is assigned to a Specialized Housing Pod or Medical Clinic.

Alcohol Withdrawal Protocol requires that the inmate is assessed 2 – 6 times a day with each assessment taking anywhere from 10 – 20 minutes. Inmates on Alcohol Withdrawal Protocol are required to stay in the Medical Clinic for a minimum of 3 days but must remain in Specialized Housing for 4 additional days until cleared by a Medical Professional for general population housing.

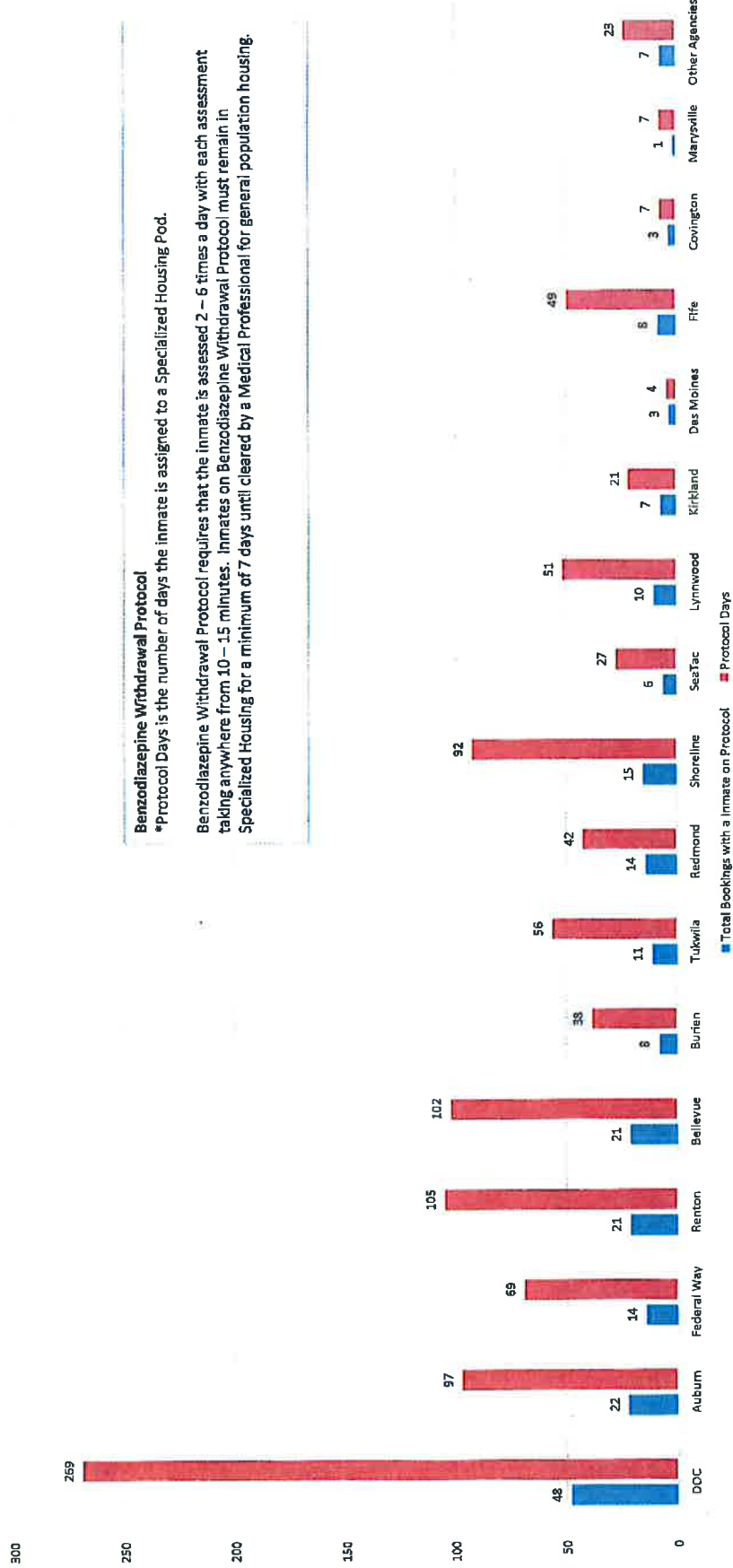
■ Total Bookings with a Inmate on Protocol ■ Protocol Days\*

**Benzodiazepine Withdrawal Protocol - 1/1/2018 - 9/12/18**

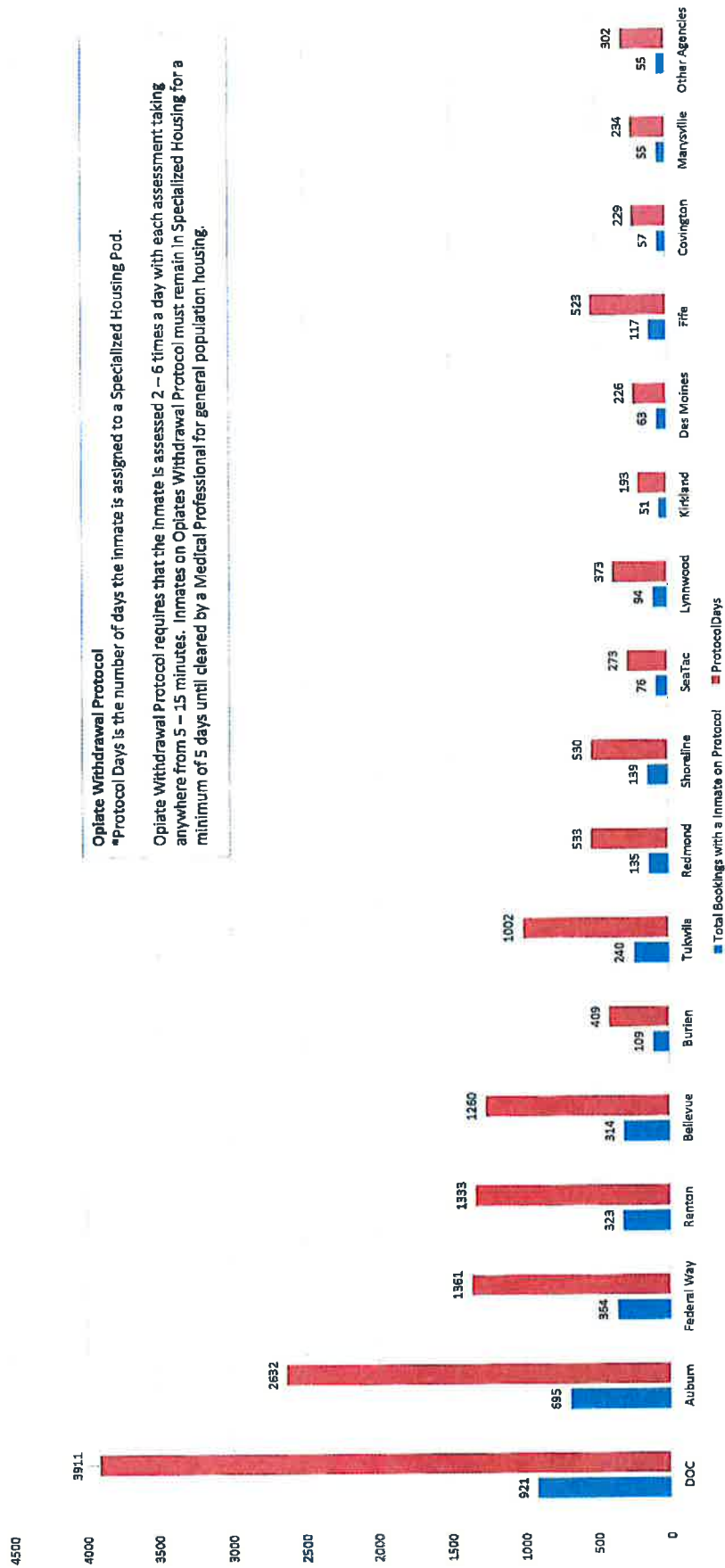
**Benzodiazepine Withdrawal Protocol**

\*Protocol Days is the number of days the inmate is assigned to a Specialized Housing Pod.

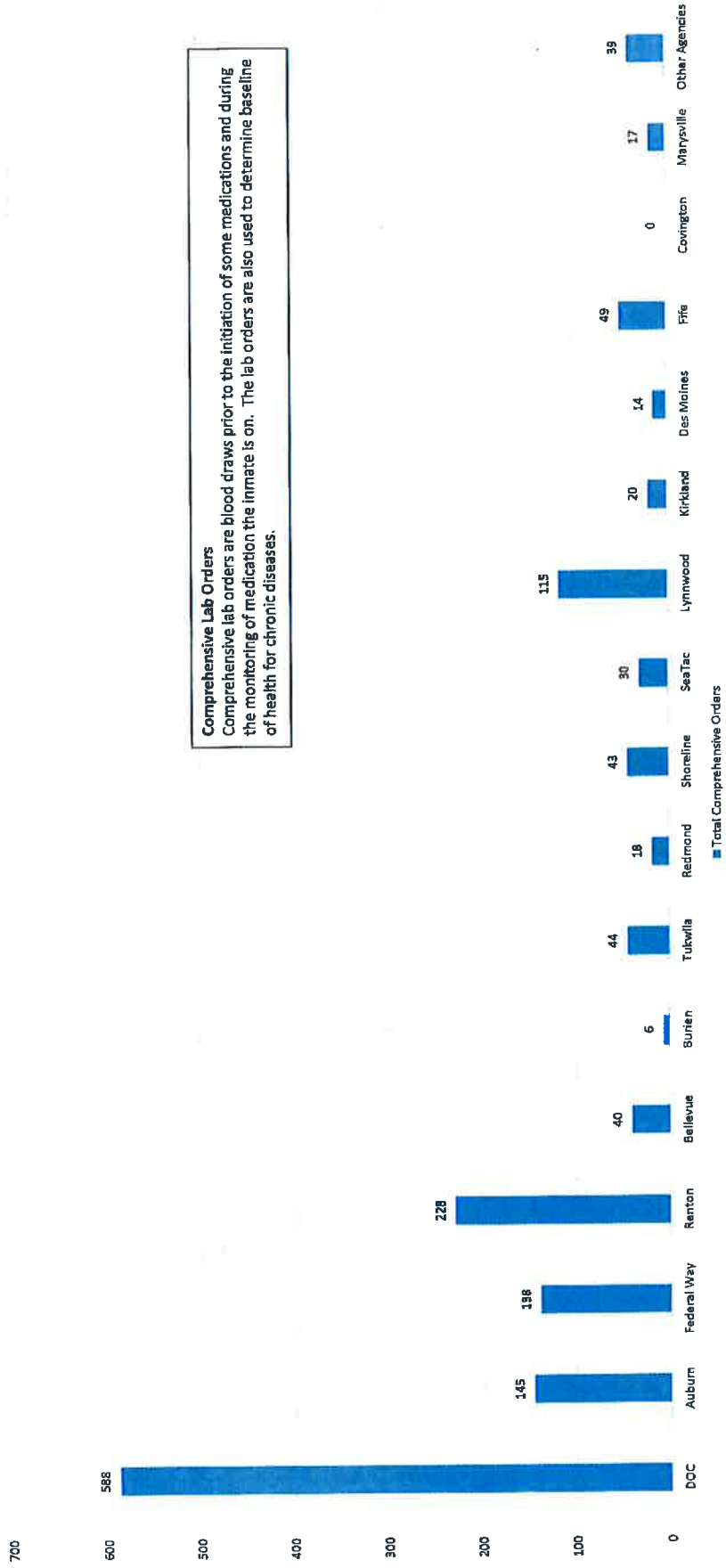
Benzodiazepine Withdrawal Protocol requires that the inmates is assessed 2 – 6 times a day with each assessment taking anywhere from 10 – 15 minutes. Inmates on Benzodiazepine Withdrawal Protocol must remain in Specialized Housing for a minimum of 7 days until cleared by a Medical Professional for general population housing.



### Opiate Withdrawal Protocol 1/1/18 - 9-12-18

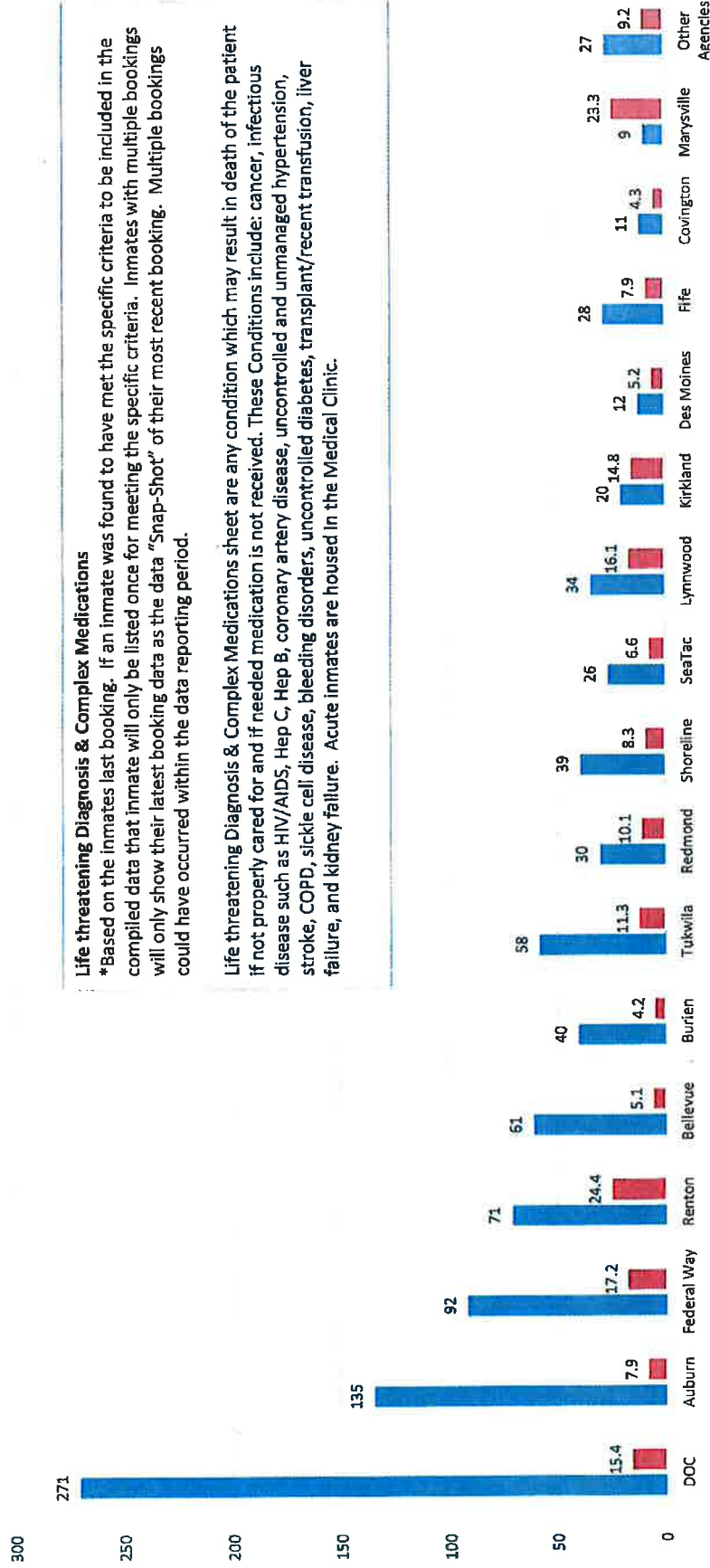


Comprehensive Lab Orders - 1/1/18 - 9/12/18



**Comprehensive Lab Orders**  
 Comprehensive lab orders are blood draws prior to the initiation of some medications and during the monitoring of medication the inmate is on. The lab orders are also used to determine baseline of health for chronic diseases.

Life Threatening Diagnosis & Complex Medications - 1/1/2018 - 9/12/2018



Life threatening Diagnosis & Complex Medications

\*Based on the inmates last booking. If an inmate was found to have met the specific criteria to be included in the compiled data that inmate will only be listed once for meeting the specific criteria. Inmates with multiple bookings will only show their latest booking data as the data "Snap-Shot" of their most recent booking. Multiple bookings could have occurred within the data reporting period.

Life threatening Diagnosis & Complex Medications sheet are any condition which may result in death of the patient if not properly cared for and if needed medication is not received. These Conditions include: cancer, infectious disease such as HIV/AIDS, Hep C, Hep B, coronary artery disease, uncontrolled and unmanaged hypertension, stroke, COPD, sickle cell disease, bleeding disorders, uncontrolled diabetes, transplant/recent transfusion, liver failure, and kidney failure. Acute inmates are housed in the Medical Clinic.

■ Total Unique Inmates ■ Average Length of Stay



### ER Referrals - 1/1/18 - 9/12/18

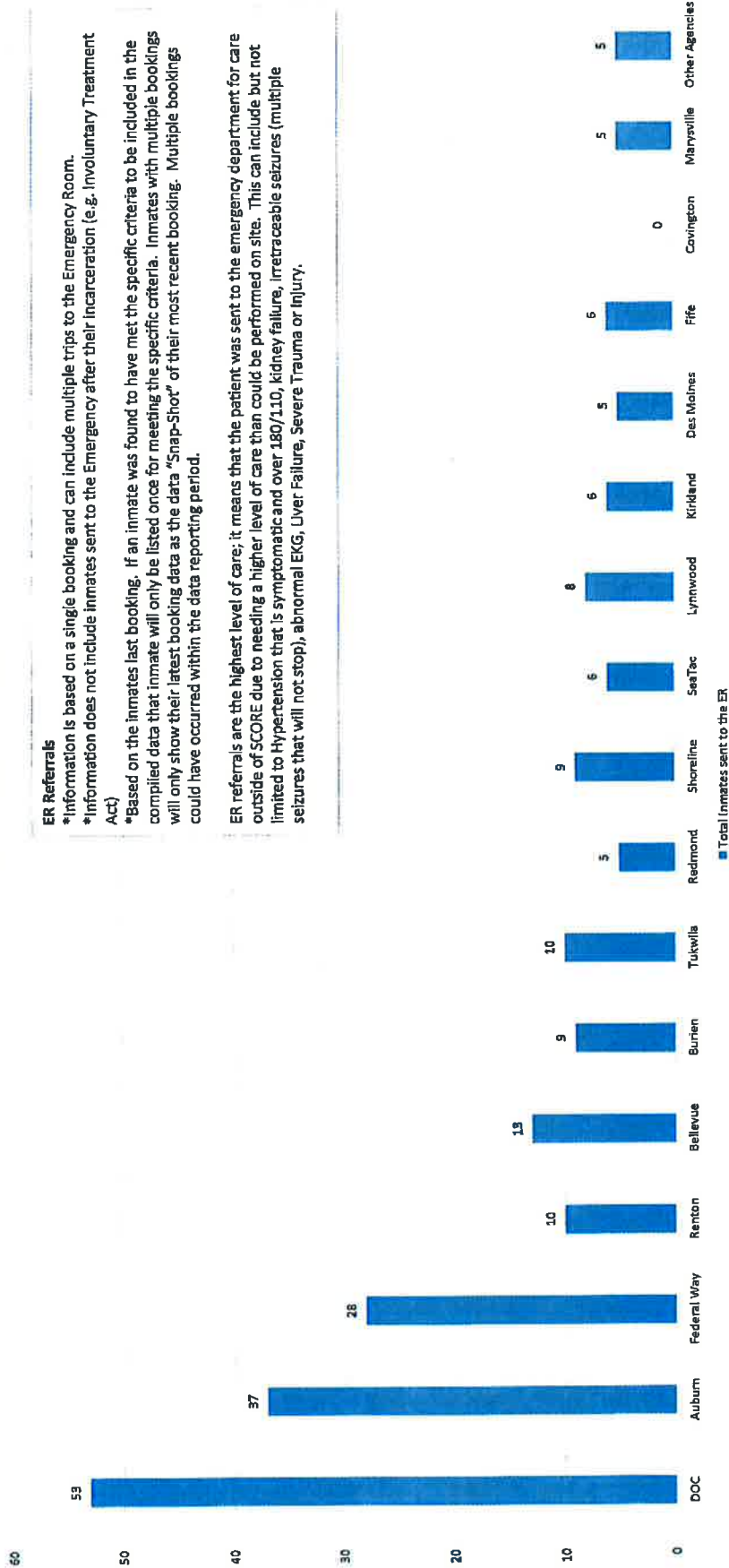
#### ER Referrals

\*Information is based on a single booking and can include multiple trips to the Emergency Room.

\*Information does not include inmates sent to the Emergency after their incarceration (e.g. Involuntary Treatment Act)

\*Based on the inmates last booking. If an inmate was found to have met the specific criteria to be included in the compiled data that inmate will only be listed once for meeting the specific criteria. Inmates with multiple bookings will only show their latest booking data as the data "Snap-Shot" of their most recent booking. Multiple bookings could have occurred within the data reporting period.

ER referrals are the highest level of care; it means that the patient was sent to the emergency department for care outside of SCORE due to needing a higher level of care than could be performed on site. This can include but not limited to Hypertension that is symptomatic and over 180/110, kidney failure, irremediable seizures (multiple seizures that will not stop), abnormal EKG, Liver Failure, Severe Trauma or Injury.



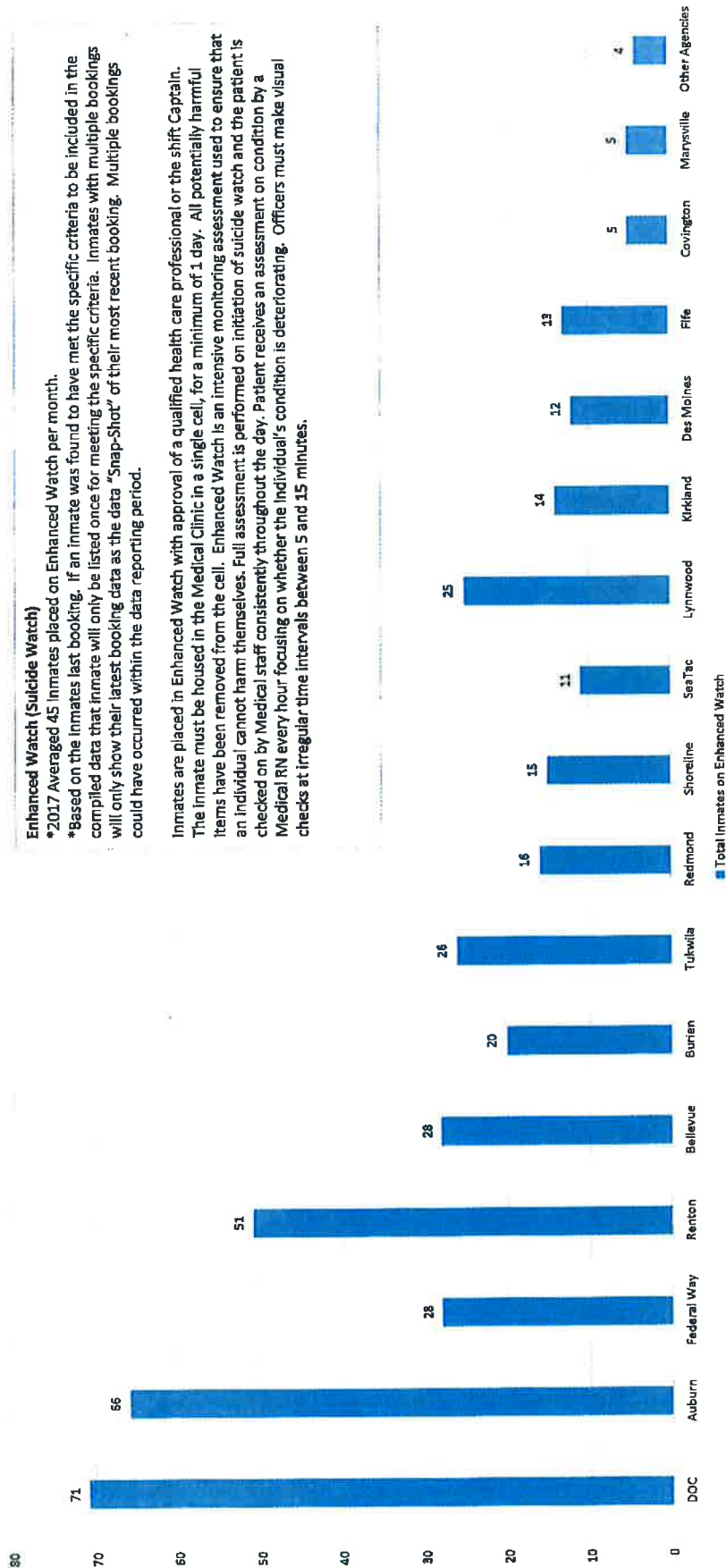
**Enhanced Watch - 1/1/18 - 9/12/18**

**Enhanced Watch (Suicide Watch)**

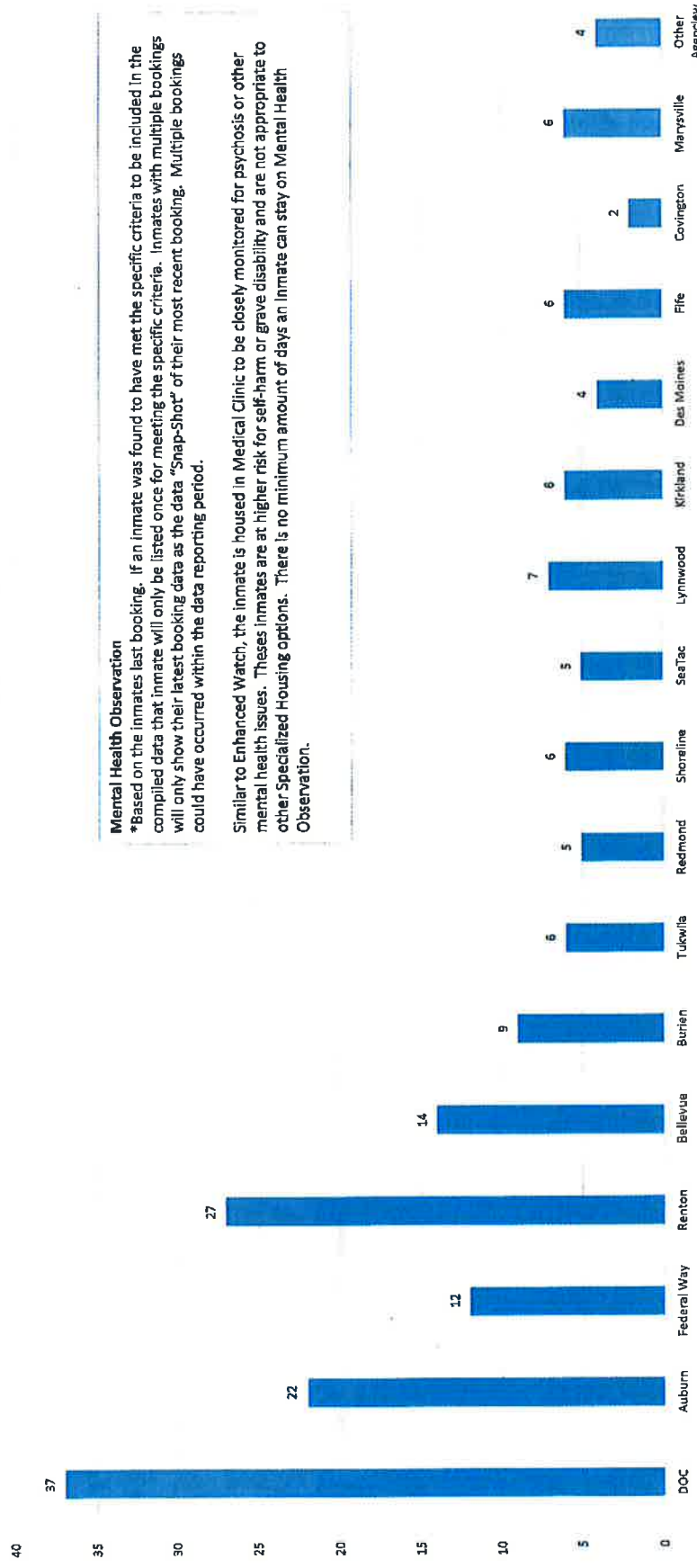
\*2017 Averaged 45 Inmates placed on Enhanced Watch per month.

\*Based on the inmates last booking, if an inmate was found to have met the specific criteria to be included in the compiled data that inmate will only be listed once for meeting the specific criteria. Inmates with multiple bookings will only show their latest booking data as the data "Snap-Shot" of their most recent booking. Multiple bookings could have occurred within the data reporting period.

Inmates are placed in Enhanced Watch with approval of a qualified health care professional or the shift Captain. The inmate must be housed in the Medical Clinic in a single cell for a minimum of 1 day. All potentially harmful items have been removed from the cell. Enhanced Watch is an intensive monitoring assessment used to ensure that an individual cannot harm themselves. Full assessment is performed on initiation of suicide watch and the patient is checked on by Medical staff consistently throughout the day. Patient receives an assessment on condition by a Medical RN every hour focusing on whether the individual's condition is deteriorating. Officers must make visual checks at irregular time intervals between 5 and 15 minutes.



### Mental Health Observation - 1/1/18 - 9/12/18



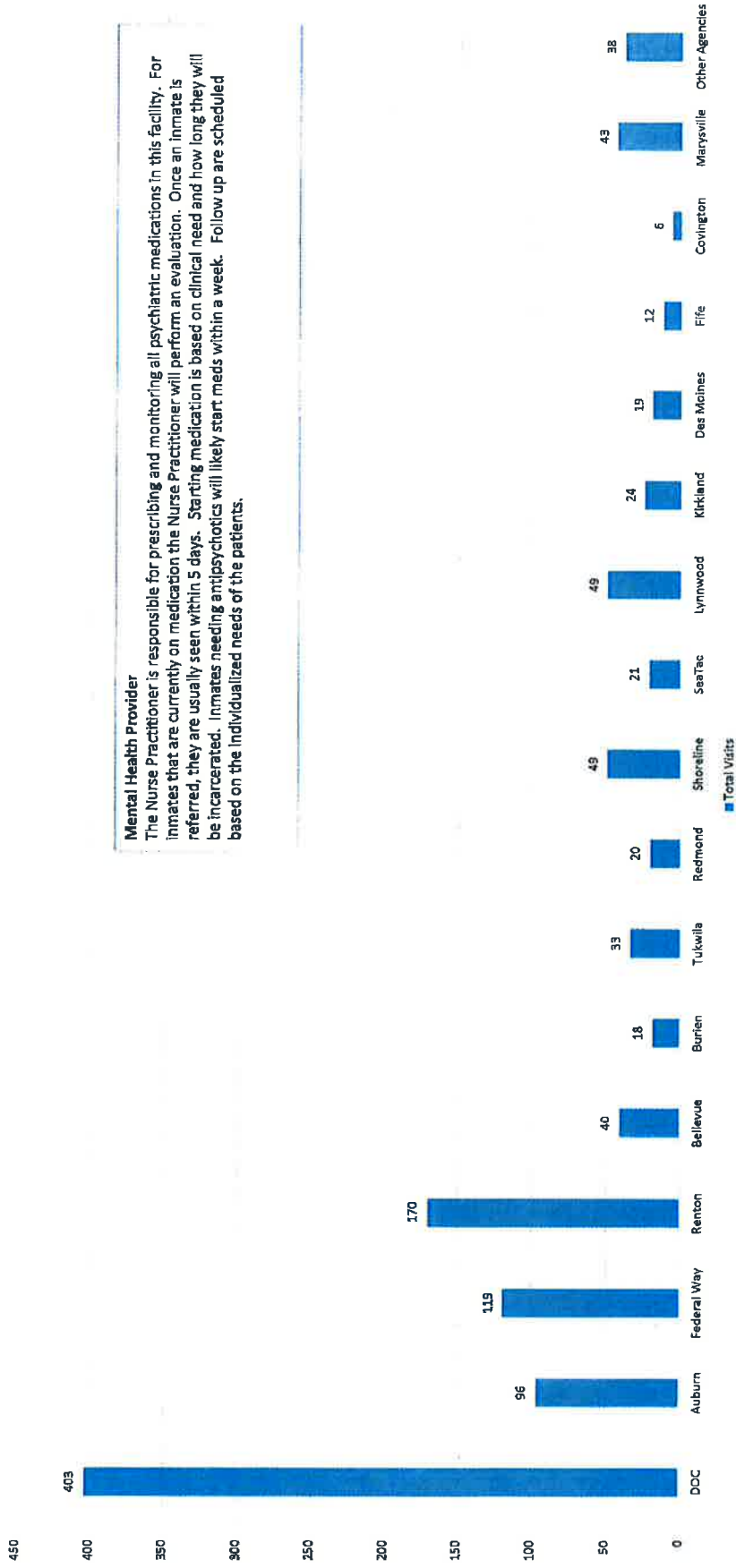
#### Mental Health Observation

\*Based on the inmates last booking. If an inmate was found to have met the specific criteria to be included in the compiled data that inmate will only be listed once for meeting the specific criteria. Inmates with multiple bookings will only show their latest booking data as the data "Snap-Shot" of their most recent booking. Multiple bookings could have occurred within the data reporting period.

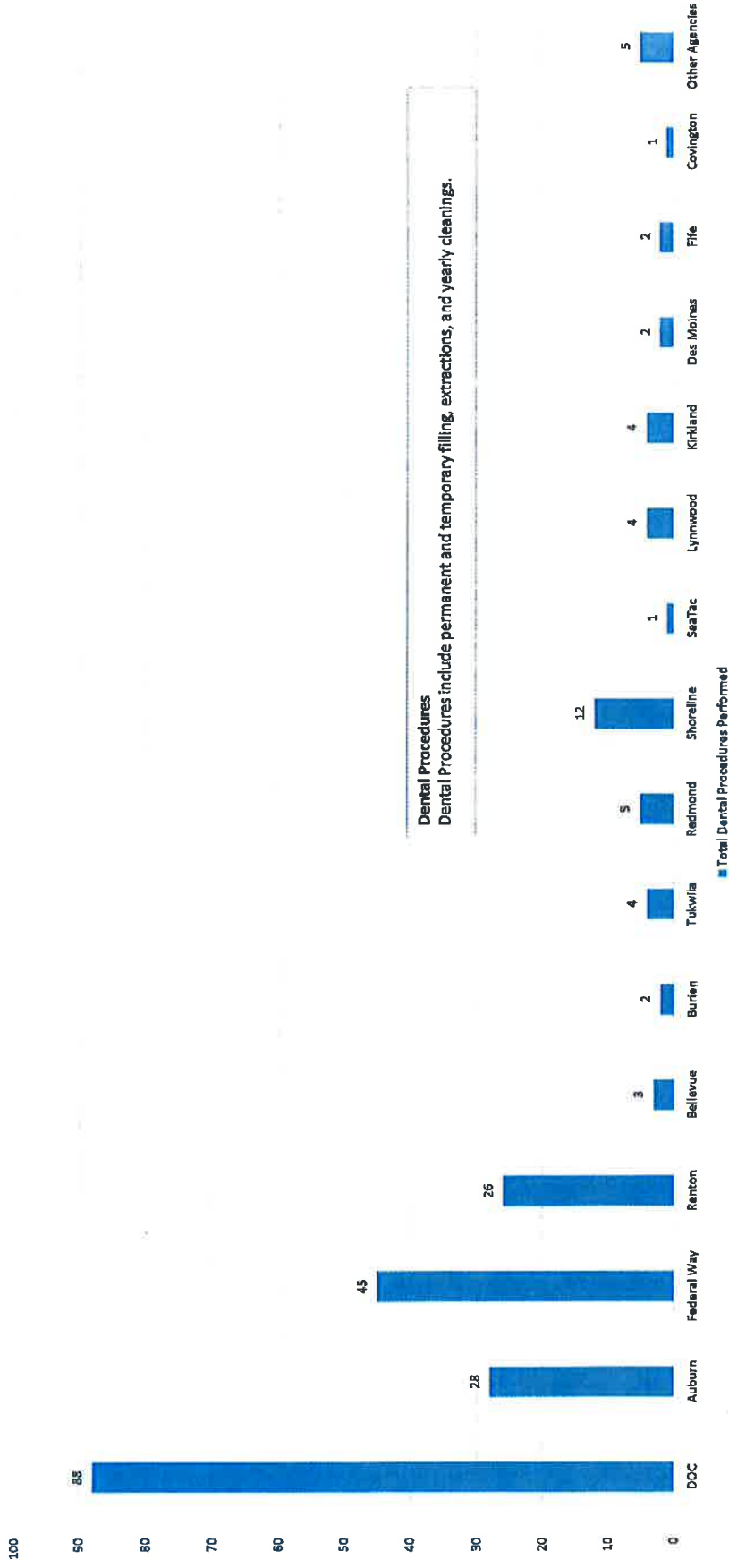
Similar to Enhanced Watch, the inmate is housed in Medical Clinic to be closely monitored for psychosis or other mental health issues. These inmates are at higher risk for self-harm or grave disability and are not appropriate to other Specialized Housing options. There is no minimum amount of days an Inmate can stay on Mental Health Observation.

■ Total Inmates placed on Mental Health Observation

### Mental Health Provider - PMHNP 1/1/18 - 9/12/18



Dental Procedures - 1/1/18 - 9/12/18



Dental Procedures  
Dental Procedures include permanent and temporary filling, extractors, and yearly cleanings.

Item #5

PPP Ordinance

**ORDINANCE NO. \_\_\_\_\_**

AN ORDINANCE of the City Council of the City of SeaTac, Washington adding a new Chapter **X.XX** to the SeaTac Municipal Code establishing a Permit Parking Program

WHEREAS, some of the City's neighborhoods, particularly within the McMicken Heights area, are experiencing increased competition for limited on-street parking due to increasing traffic brought by the Sound Transit Station, SeaTac Airport, and the construction of the pedestrian bridge across International Blvd. that provides access to the Airport Light Rail Station and SeaTac Airport; and

WHEREAS, SeaTac Police and parking enforcement currently have limited capacity to regulate on-street parking enforcement on an on-going 24-hour basis; and

WHEREAS, the residents of SeaTac have expressed the need to have a regulated residential parking program through a petition initiated by residents impacted by the parking congestion; and

WHEREAS, the City staff and residents jointly formed a focus group to discuss, strategize, and recommend solutions to address the on-going parking problem within the neighborhood; and

WHEREAS, the City implemented measures such as educational outreach to neighboring businesses, placement of signage, and stricter parking enforcement, which yielded minimal impact in resolving the parking problem; and

WHEREAS, the residents of affected neighborhoods, specifically the residents in McMicken Heights, have attempted to utilize cones or barriers to deter parking along their neighborhood streets; and

WHEREAS, the matter was brought to the Public Safety & Justice Committee and Transportation & Public Works Committee for recommendation to address the on-going residential parking problem; and

WHEREAS, the Public Safety & Justice Committee recommended that the staff conduct a permit parking program study to evaluate the need for such a program in the most heavily-affected neighborhoods; and

WHEREAS, in December 2016, a budget in the amount of \$575,000 was approved for the study, design and implementation of a Permit Parking Program; and

WHEREAS in June 2017, the Council authorized the City staff to partner with the consulting firm Transpo Group and to engage in a thorough review and study of the affected neighborhoods after which Staff and the consulting group jointly recommended that the Council authorize the development of a Permit Parking Program that restricts parking zones to prioritize the use of publicly available parking through a permit process; and

WHEREAS, the recommendation that resulted from this study was that the Permit Parking Program be first implemented in the southwest portion of McMicken Heights where parking occupancies are higher due to the density of multifamily housing and the close proximity to the pedestrian overpass at South 176<sup>th</sup> Street; and

WHEREAS, the program could be expanded into other areas as desired to regulate and prioritize the use of public parking through a permit system or incorporate paid parking in areas where demand is high; and

WHEREAS, the program area should include a buffer zone to preclude transferring parking problems from one street to another and that a larger study area should be identified to fully quantify the impacts of the project;

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF SEATAC,  
WASHINGTON HEREBY ORDAINS as follows:

It is the intent of the City Council to consider Ordinances that will implement and regulate a Parking Program within the McMicken Heights/Sue Linda neighborhood consistent with the following proposed provisions:



### **9.50.010 Purpose.**

A. Permit Parking Program (Program) is established with the intent to:

1. Prioritize parking for residents;
2. Manage availability of on-street parking supply in residential areas;
3. Implement a process for issuing permits that authorize parking within restricted zones;
4. Establish rules and regulations to implement the program;
5. Provide for a means of enforcement; and
6. Provide for recovery of the costs of the administration of the Program.

B. The Program shall establish the procedural requirements and criteria applicable to establishment of a "Parking Permit Program," as well as any permits or other authorizations to park in a designated Parking Permit Zone (PPZ). The Program may provide that in any PPZ, the City may issue permits or other means of identification, maintain lists of vehicles used by residents, or adopt any other reasonable means of distinguishing vehicles that may validly be parked in any PPZ from other vehicles. The designation of a PPZ shall not limit parking of vehicles that have successfully registered pursuant to RCW46.19.030, as it exists or hereinafter amended. A PPZ shall be appropriately signed and/or marked.

### **9.50.020 Definition**

A. "Program" means Permit Parking Program

B. "Permit Parking Zone" means designated residential area where vehicles are explicitly authorized to park by a designated City official.

C. "Permit" means an affirmative authorization issued electronically by a designated City official

D. "Permit holder" means a person who applied and approved to park within the Permit Parking Zone

E. "For-hire vehicles" means vehicles as defined under SMC Chapter 9.05. 045 (B) (2)

F. "Non-commercial vehicles" means privately owned vehicles for personal use

G. "Resident" or "Eligible Resident" means residents residing within the PPZ

H. "Vehicle" under this chapter means motor vehicle

## **9.50.020. Authority**

### **A. General.**

The City has authority to restrict parking or impose time limits on parking, consistent with SMC 9.05.090.

### **B. Authority of City Staff.**

1. City Manager. The City Manager or designee shall have the authority to administer this chapter, including making determinations regarding the issuance and revocation of parking permits to qualified residents.
2. Director of Finance. The Director of Finance or designee shall have the authority to issue all permits and to set and collect all permit fees.
3. Police Chief. The Police Chief or designee shall have the authority to enforce violations of this Chapter.
4. Parking Compliance Officer. The Parking Compliance Officer is a limited commission officer and has the authority to issue a notice of infraction to enforce violations of this Chapter.

## **9.50.030 Parking Permits.**

**Permits Required.** A valid City of SeaTac parking permit must be obtained from the City for any vehicle parked on any city street with posted restrictions requiring such permit. A parking permit does not guarantee a parking space and does not exempt the permit holder from observing zones where parking is prohibited at all or specified times for safety reasons or for reasons other than related to the parking permit, including but not limited to permanent or temporary no parking zones, loading zones, fire zones, and disabled parking areas.

### **A. Permit Types.**

1. Resident Permit. Any noncommercial City of SeaTac resident who resides within a permit parking zone may apply for up to two (2) parking permits for vehicles under his or her control and registered to their SeaTac address.
2. *Guest Vehicle Parking Permits. [Reserved]*
3. *Temporary Contractor Parking Permits. [Reserved]*

**B. Application.**

An application shall be submitted electronically or on a form provided by the City. The applicant shall provide and attest to the accuracy of the information provided, and acknowledge the terms and conditions of permit privileges.

1. To receive a permit, all of the following requirements shall be met:
  - a. The applicant must be a current resident or a property owner within the PPZ for which the permit is to be issued, **and**
  - b. Proof of residency must be shown with at least one of the following:
    - i. A valid driver's license with current address.
    - ii. A current property tax statement.
    - iii. A current utility bill in the requester's name dated within 30 days of the date of application.
    - iv. A voter registration card with current address.
    - v. A copy of an executed lease between the owner or an agent of the property owner and the named tenant on the lease.
2. The vehicle registration address is the same as the address of the applicant's residence within the PPZ.
3. Any other documentation deemed acceptable by a designated member of City Staff.

**C. Fees.**

1. Annual Fee. The City is authorized to charge an annual fee in connection with the issuance of parking permits. Fee shall be as adopted under the SeaTac fee schedule. The Finance Director may establish an annual system for permit renewal and fee collection.
  - a. The first permit shall be free and the second permit will be charged in accordance to the City's fee schedule.
  - b. Parking Permit fees shall be paid at the time of the submittal of the application.
  - c. The Program may provide a reduced fee based on the applicant's annual income; provided, discount is subject to proof of eligibility through supporting financial information submitted to the Finance Director or designee.

2. **Fee Schedule.** The fee schedule will be subject to annual review and adjusted in conjunction with the City's budget process.
3. **Reissuance Fee.** An additional permit fee may be assessed for each permit requested to be reissued for any reason.
4. **Nonrefundable.** All permit fees are nonrefundable

**D. Permit Issuance, Expiration, and Renewal.**

1. **Issuance.** A parking permit will be issued only for a specific vehicle and is nontransferable to any other vehicle or to any individual who is not an eligible SeaTac resident or resident within the PPZ.
2. **Reissuance.** An eligible SeaTac resident who resides within the PPZ may request reissuance of a permit in the event a permitted vehicle has been sold, stolen or destroyed. An administrative reissuance fee shall be assessed for every permit reissued under this provision. When a permit has been reissued, the original permit will be deemed inactive and no longer valid.
3. **Expiration and Renewal.** Parking permits shall be valid for one year from the time of issuance of the permit or for a period of time as otherwise established by the City Manager or designee. Permits for eligible residents may be renewed annually or as otherwise established by the City Manager.

**E. Denial or Revocation of Permit Application and Civil Penalty.**

1. Permit privileges may be denied or revoked, for reasons including, but not limited to:
  - a. Any material misrepresentation on a permit application
  - b. Unauthorized transfer of a permit to any unauthorized vehicle or to any individual who is not an eligible SeaTac resident.
  - c. Any other unauthorized or misuse of the permit.
2. **Civil Penalty.** A person may be subject to civil penalty for any of the following:
  - a. Any material misrepresentation on a permit application; or
  - b. Unauthorized transfer of a permit to any unauthorized vehicle or to any individual who is not an eligible SeaTac resident; or

- c. For any unauthorized use of a permit.

**F. Appeal of Issuance or Revocation Determinations.**

1. Notification. If the City Manager or designee determines that any type of parking permit application should be denied or revoked based on the criteria set forth in this Chapter, he or she shall cause a written notice to be sent to the permit applicant or holder at the address on the application. The notice shall contain the following information:
  - a. A statement that the parking permit shall be denied or revoked on a specified date, which shall be fourteen (14) days from the date of the letter.
  - b. Notification that unless written notice of appeal concisely setting forth the reasons for the appeal is filed with the City Clerk no later than 5:00 PM, two (2) days before the date specified in subsection (F)(1)(a) of this section, the permit shall be deemed denied or revoked.
  - c. A statement that if a written notice of appeal is filed within the required time, a hearing before the City Manager shall be set. The notice shall inform the appellant that he or she may request consideration of the appeal on written submissions in lieu of a hearing and that such request must be made in writing at the same time the appeal is filed.
  - d. The City's reasons for the denial or revocation of the permit.
2. Permit Application Appeal Process.
  - a. Hearing Date. The City Manager shall set the hearing date.
  - b. Hearing. The appellant may testify telephonically or in-person and may present witnesses before the City Manager.
  - c. No formal hearing shall be required if an appellant has requested consideration of the appeal on written submissions in lieu of a hearing, but the written decision of the City Manager shall be rendered in the same time frame as though the hearing had taken place.

- d. The City Manager shall issue a written decision including a statement of reasons for the decision, within ten (10) business days after the hearing, which shall be mailed to the appellant.
- e. The City Manager may affirm or reverse the denial or revocation decision.
- f. The City Manager's determination shall be final.

**SMC 9.50.040 Parking Restrictions.**

Parking of vehicles on the specified portion of the following city streets shall be prohibited or restricted as posted. It is a violation of this Chapter to park in the following areas contrary to the restrictions and prohibitions below:

**A. McMicken Heights/Sue Linda neighborhood—**

1. Establishment of McMicken Heights Area/Sue Linda neighborhood PPZ will be on both sides of the following streets:

- 31<sup>st</sup> Ave South from South 170<sup>th</sup> to end of street near South 168<sup>th</sup> Place
- 31<sup>st</sup> Place south from South 170<sup>th</sup> street to end of street south 168<sup>th</sup> Place
- 32<sup>nd</sup> Ave South from South 176<sup>th</sup> street to South 170<sup>th</sup> street
- 33<sup>rd</sup> Ave south from South 175<sup>th</sup> Street to the end of the cul-de-sac past South 169<sup>th</sup> street
- 34<sup>th</sup> Ave South from South 176<sup>th</sup> Street to South 168<sup>th</sup> Street
- 35<sup>th</sup> Ave South from South 168<sup>th</sup> Street to end of cul-de-sac past South 172<sup>nd</sup> Street
- 37<sup>th</sup> Ave South from South 168<sup>th</sup> Street to end of cul-de-sac past South 172<sup>nd</sup> Street
- South 176<sup>th</sup> Street from 32<sup>nd</sup> Ave South to 40<sup>th</sup> Ave South
- South 175<sup>th</sup> Street from 32<sup>nd</sup> Ave South to 40<sup>th</sup> Ave South
- South 173<sup>rd</sup> Street from 32<sup>nd</sup> Ave South to 40<sup>th</sup> Ave South
- South 17nd Street from 32<sup>nd</sup> Ave South to 37<sup>th</sup> Ave South
- South 170<sup>th</sup> Street from 31<sup>st</sup> Ave South to 37<sup>th</sup> Ave South
- All of South 168<sup>th</sup> Place
- All of South 169<sup>th</sup> Street
- All of 36<sup>th</sup> Lane South
- All of 37<sup>th</sup> Place South
- All of 38<sup>th</sup> Place South
- All of 39<sup>th</sup> Lane South

All streets described in this Section are hereby established as a restricted parking zone where parking shall be restricted except by permits issued to residents living within the restricted zone.

a. *Guest Parking Permit. (Reserved)*

b. Car Sharing, For Hire Vehicles.

(i) Car Sharing or for-hire vehicles not owned by McMicken Heights/Sue Linda residents within the parking permit zone are prohibited from parking within the parking permit zone. It is provided, however, the provisions under SMC 9.05.045 applies in this section and within the PPZ.

(ii) Any Car Sharing or for-hire vehicle owned by a resident within the parking permit zone that has a valid parking permit is authorized to park in any restricted area and has the same privileges as a vehicle with a valid parking permit within in the restricted.

(iii) *Temporary Contractor [Reserved]*

*B. Establishing PPZ in other neighborhoods [Reserved]*

#### **9.50.050 Enforcement and Violation.**

No person without authority under this Chapter shall park in an established and posted or marked PPZ for a period of time that exceeds the limit posted by sign.

A. A current and valid permit or authorization issued by the City under this Chapter is required as a condition for parking within the permit parking area.

(7) B. The restrictions within the PPZ are enforced twenty-four hours (24) a day and seven days a week including holidays.

C. A Violation of this Section shall constitute a parking violation and is subject to a monetary penalty in the amount of \$50.00 plus any administrative assessments. Further, violation of this Section shall be processed in accordance with the State statutes regarding infractions.

#### **9.50.055 Overtime and Repeated Violation, Separate Penalty.**

Once a notice or citation for overtime parking has been issued or affixed to a vehicle, each subsequent period of time (as posted) that lapses shall constitute a separate additional violation of this Chapter.

**9.50.060 Misuse, Program Revocation of Privileges.**

A. Permit holders who violate this section or the PPZ program rules shall have their permit revoked.

1. No person other than designated City Officials is authorized to permit any person to park a vehicle in any PPZ.
2. No person shall authorize the use of any permit or other identification issued by the City authorizing a vehicle to park in any PPZ.
3. Any person to whom a permit or other authorization is granted to park in the PPZ shall be strictly liable for compliance with its terms and conditions and complying with all applicable ordinances, rules and regulations.
4. Privileges and authorization shall be revoked from any person whom a parking permit is granted if such person is found to have violated the rules, regulation or any applicable permit parking ordinances. Such violations may include, but not limited to:
  - a. Offering or agreeing to authorize or permit any person to park a vehicle in any restricted parking zone for any monetary consideration;
  - b. Transferring money or any other thing of value in exchange for the unauthorized use of any permit or other identification issued by the City;  
or
  - c. Allowing any person under the control of another to perform the acts contained in subsection (1) and (2) above, or
  - d. Allowing a permit or other issued authorization from a designated City Official to be used without permission.

B. No new Parking Permit shall be issued or other authorization granted to such person found to be in violation of this Section.

C. A violation of this Section shall be a civil infraction and any person found in violation shall be subject to a fine of two-hundred and fifty dollars (\$250.00) plus any court costs and statutory assessments. The provisions of this section, however shall not apply to violations of parking regulations specifically set forth and provided for in other sections of the City Code.



### **9.50.070 Establishing, Expanding and Reducing Permit Parking Zones.**

A. City Manager or designee shall consider whether a permit parking zone within a designated area would promote certain benefits, and may recommend to the City Council to establish the Program in an area where any of the following instances occur:

1. Upon receipt of an application meeting Program requirements in which a petition from 75% of the residents in a designated area support a permit zone and when available parking inventory in the neighborhood is routinely below 25% of available on-street spaces;
2. A finding by the City that there are benefits in establishing or expanding a permit parking zone includes but is not limited to;
3. A finding by the City that there are benefits in establishing or expanding a PPZ which includes but not limited to
  - a. Increased access for area residents;
  - b. Reduced traffic congestion;
  - c. Increased traffic or pedestrian safety;
  - d. Reduced air or noise pollution;
  - e. Reduced commuter parking in neighborhoods
  - f. Prevention of blighted areas; and
  - g. Promoting the use of alternative modes of transportation;

B. Adverse impacts that may prevent establishing, expanding, or reducing a permit parking zone include but are not limited to:

1. Inability to effectively enforce the program restrictions;
2. Lack of alternative transportation modes;
3. Availability of simpler, cheaper or more effective solutions.

C. If a permit parking zone is initiated by the City, the resident in the designated zone can oppose the establishment of the Program with a petition of at least 60% of the residents in the proposed permit zone. The residents in the neighborhood are encouraged to form a committee to provide input to the City on the management of the permit zone.

D. Duration of the Pilot Program. The Program will be evaluated for twenty-four (24) months from the date of Council's approval of the Program.

### **9.50.080 Severability**

If any one (1) or more provision of the chapter shall be declared invalid for any reason, such decisions shall not affect the validity of remaining provisions of this chapter, and this chapter shall be construed and enforced as if such invalid provision had not been contained herein.

