

# City of SeaTac

## Regular Council Meeting Minutes

March 26, 2019  
6:00 PM

City Hall  
Council Chambers

**CALL TO ORDER:** Mayor Erin Sitterley called the SeaTac City Council Regular Meeting to order at 6:00 p.m.

**COUNCIL PRESENT:** Mayor Erin Sitterley, Deputy Mayor (DM) Clyde Hill, Councilmembers (CMs) Rick Forscher, Joel Wachtel, Peter Kwon, Stanley Tombs. Excused Absent: CM Pam Fernald.

**STAFF PRESENT:** City Manager Carl Cole, City Attorney Mary Mirante Bartolo, City Clerk Kristina Gregg, Senior Assistant City Attorney Mark Johnsen, Public Works (PW) Director Will Appleton, PW Program Coordinator Mason Giem, City Engineer Florendo Cabudol, Parks, Community Programs and Services (PCPS) Director Lawrence Ellis, Police Chief Jon Mattsen, Finance & Systems Director Gwen Pilo,

**FLAG SALUTE:** Andrew Reid-Munro led the Council, audience, and staff in the Pledge of Allegiance.

**PUBLIC COMMENTS:** Tejvir Basra, speaking for Jag Basra and himself, spoke regarding crime in the City, and specifically affecting their Park N Jet business. He stated the City needs to work together with businesses to find a solution to the problem.

### **PRESENTATIONS:**

**Council consideration and confirmation of Mayoral re-appointment of Charrise Oden, and appointment of Jennifer Corona, Ruth Solero, and Jo Ann Hill to the Community Services Advisory Committee, appointment of Andrew Ried-Munro to the Planning Commission, and appointment of Charline Faulkner to the Senior Citizen Advisory Committee.**

MOVED BY WACHTEL, SECONDED BY FORSCHLER TO RE-APPOINT CHARRISE ODEN AND APPOINT JENNIFER CORONA, RUTH SOLERO, AND JO ANN HILL TO THE COMMUNITY SERVICES ADVISORY COMMITTEE, APPOINT ANDREW RIED-MUNRO TO THE PLANNING COMMISSION, AND APPOINT CHARLINE FAULKNER TO THE SENIOR CITIZEN ADVISORY COMMITTEE.\*

Council discussion ensued in support of the re-appointment and appointments.

\*MOTION CARRIED UNANIMOUSLY.

Mayor Sitterley presented the certificates to the members in attendance.

### **Recycling Event Announcement, Permit Parking Update and Locking Mailbox Update.**

PW Program Coordinator Giem commented on the following:

- (1) Permit Parking Program in the McMicken Heights neighborhood: registration is open. He introduced Paylock Implementation Specialist Janine Marsigliano and Account Manager Shadé Coleman who have been helpful in making the program happen. Thirteen permits have been administered so far. Enforcement begins May 1. A Parking Enforcement Officer has been hired. Signposts have been installed and the signs will be installed during the last week of April. Permits are needed to park longer than 3 hours in the zone.
- (2) Locking Mailbox Program: sold 147 of the original 200 mailboxes. Due to SeaTac's success, the City of Tukwila is starting their own program. Survey results - 80% are likely or extremely likely to recommend the mailbox program.
- (3) Recycling event on April 6: adding recycling of CFL lightbulbs and latex paint.

Discussion ensued regarding the latex paint recycling, and locking mailbox program survey results.

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

City Manager Cole commented on the following items:

- (1) March 18 - attended a vigil to bring people together in memorial for the victims of the mass shooting in New Zealand
- (2) Community Leadership Academy (CLA) - received the required 10 applications
- (3) March 27 - Highline Forum

**PRESENTATIONS (continued):**

**Key City Issues and Requests for Direction (continued):**

(4) April 2 – Repair-time fix it event at the Community Center

(5) The following referral requests were made with Council concurrence:

- Stormfest (high school kids teach 6<sup>th</sup> graders about stormwater) to the Transportation & Public Works (T&PW) Committee
- Human Services provider issue to the Administration & Finance (A&F) Committee
- Council Information Request (CIR) regarding staffing of parks, revisit decision cards discussed last fall, to the Parks & Recreation (P&R) Committee
- Citizen Advisory Committee Ordinance to the A&F Committee

**Committee Updates (for items not included on the agenda) and review of proposed Council Information Requests**

CM Forschler mentioned three CIRs he will be proposing: (1) teenage crime, state bill may satisfy SeaTac's needs, if so, put on legislative agenda, (2) traffic backup – investigate possibility of parking tax on Sound Transit, and (3) autonomous vehicles study. Mr. Cole stated the autonomous vehicles topic was previously referred to the T&PW committee so no CIR will be required.

Council discussion ensued regarding the proposed CIRs.

CM Kwon: March 21, 2019 T&PW Committee - flight safety easement, interlocal agreement (ILA) for South 200<sup>th</sup> Street and Military Road intersection, and South 166<sup>th</sup> Street sidewalk project.

DM Hill: next P&R Committee meeting is scheduled for April 4.

Mayor Sitterley: March 14 A&F Committee – investment policies, City employees living in SeaTac serving on citizen advisory committees; Sound Cities Association (SCA) Public Issues Committee (PIC) – I-976 - \$30 car tab initiative, Vision 2020 document out for comment, and Challenge Seattle group is hosting an Affordable Housing Consortium on April 2 which Mr. Cole and she will be attending.

Council discussion ensued regarding I-976.

**CONSENT AGENDA:**

**Approval of claims vouchers (check no. 123889 - 124043\*, 123892 - 124008 voided, 124044 - 124160 reprinted) in the amount of \$655,167.67 for the period ended March 20, 2019.**

**Approval of payroll vouchers (check no. 54881 - 54901) in the amount of \$96,211.67 for the period ended March 15, 2019.**

**Approval of payroll electronic fund transfer (check no. 97115 - 97256) in the amount of \$400,132.86 for the period ended March 15, 2019.**

**Approval of payroll wire transfer in the amount of \$65,795.02 for the period ended March 15, 2019.**

**Approval of Council Meeting Minutes:**

**Parks & Recreation Committee Meeting held January 3, 2019**

**Administration & Finance Committee Meeting held January 24, 2019**

**Administration & Finance Committee Meeting held February 28, 2019**

**Special Council Meeting held March 12, 2019**

**Regular Council Meeting held March 12, 2019**

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

MOTION CARRIED UNANIMOUSLY.

**ACTION ITEMS:**

**Agenda Bill #5132; An Ordinance #19-1006 amending the 2019-2020 Biennial Budget.**

**Summary:** Various one-time and ongoing requests were submitted by the City Manager for consideration and presentation at the March 14, 2019 A&F committee meeting. The Committee recommended these budget amendments to the full Council for approval.

The General Fund (GF) has available fund balances that can be allocated for the decision cards and other adjustments not classified as carry-forward amounts.

The requests are classified into three groups; Carry-Forwards, Decision Cards, and Other Adjustments. Carry-Forwards are generally contracts or projects started in a previous year but not completed and require the remaining budget amount to be "Carried-Forward" into the new budget year. Decision Cards are new programs not included in a previous budget. Other Adjustments, for the purpose of this request, are items that were inadvertently forgotten during the budget process.

GF (001) requests total \$640,350 for the biennium and include \$105,689 for carry-forwards, \$158,844 in decision cards, and \$350,817 for other adjustments.

- Carry-forwards include: NoaNet Contract (Fiber Optics study), BERK Consulting Contract (Police Services study), Mailbox Program
- Decision Cards include: Probation Counselor PT to FT, PROS Plan
- Other adjustments are line items for Small Tools and Repairs for the following programs: Central Facilities, Maintenance facility, Community Center, Ballfield Maintenance, Park Maintenance

The Street Fund (102) requests total \$577,936 in carry-forwards for the 2019 Overlay Project– Des Moines Memorial Drive (DMMD) South, South 128th to 136th Streets.

The Hotel/Motel (H/M) Fund (107) requests \$26,302 in carry-forwards for completion of the market data research report and brand development and marketing initiatives to promote the City of SeaTac economic development (ED) opportunities and strengthen the competitive positioning in the broader market.

The Municipal CIP Fund (301) requests \$770,819 in carry-forwards for the following projects: City Hall elevator upgrade, Maintenance Shop lighting upgrade, Community Center lighting upgrade, Valley Ridge Park improvements, Angle Lake playground, South 188th Street Fence Beautification

The Facility Construction CIP (306) requests \$25,000 in carry-forwards for the Maintenance Facility roof repair.

Transportation CIP (307) Beginning Fund Balance is amended to actual Fund Balance of \$15,659,062 and requests \$4,489,234 in carry-forwards for the following projects: Military Road and South 152nd Street (South 150<sup>th</sup> Street – International Boulevard(IB)), DMMD and South 200<sup>th</sup> Street Intersection, IB Safety Improvements, Intelligent Transportation Systems, South 166th Street Pedestrian Improvements, South 200th Street Pedestrian & Bicycle Shared Pathway

The grand total of all funds equals \$5,994,980 for carry-forwards, \$158,844 for Decision Cards, and \$350,817 for other requests.

Carry-forward amounts are the unspent funds in the prior year and are considered one-time expenditures. These items have no impact on the operational budget as they were considered unspent when projecting end of year balances and will now be brought forward into 2019 to complete the projects.

Decision Cards consist of \$50,000 in one-time funding and \$110,000 in ongoing program funding for Court services. The ongoing request will have an impact going forward.

The other adjustment for Small Tools and Repairs for the Parks programs will also impact the ongoing operation budget going forward.

**ACTION ITEMS (continued):**

**Agenda Bill #5132; Ordinance #19-1006 (continued):**

While it is too early in the year to project if GF revenues will be generated to cover the cost, the City ended 2018 with approximate \$2,000,000 in revenue over what was budgeted. While there is no guarantee 2019 will be as prosperous, we anticipate ending 2019 in the range of the optimistic projection. This projection still supports that the City will not begin to use the excess ending fund balance until 2022.

Finance & Systems Director Pilo reviewed the agenda bill summary.

MOVED BY HILL, SECONDED BY TOMBS TO PASS AGENDA BILL #5132 (ORDINANCE #19-1006).\*

DM Hill and Mayor Sitterley reiterated that this item was thoroughly discussed at the A&F Committee meeting.

\*MOTION CARRIED UNANIMOUSLY.

**Agenda Bill #5120; A Motion authorizing the City Manager to execute an Interlocal Agreement (ILA) with the City of Des Moines for the construction of the Des Moines Memorial Drive (DMMD) South and South 200th Street Intersection Project (PW Project ST-065).**

**Summary:** The DMMD South and South 200th Street Intersection Project will construct left turn lanes on all four legs of the intersection and a right turn lane on the east leg. Also, turning radii at the intersection will be sized to accommodate heavy freight, transit bus, and school bus traffic. Sidewalks and bike lanes will be extended to the beginning of the turn pocket transitions or approximately 300-feet in each direction. The existing span wire traffic signal will be replaced with a mast arm system and the street lighting will be upgraded. Curb ramps and pedestrian signals will be upgraded to meet current ADA and APS standards and the storm drainage system will be reconstructed as needed.

This project is being funded in partnership with the City of Des Moines because the west leg of the intersection is in their jurisdiction and these improvements benefit both SeaTac and Des Moines residents. In addition to the street improvements, the City of Des Moines is seizing the opportunity to address an existing drainage problem adjacent to the project, at their sole cost; this will limit the impact from construction on the nearby SeaTac and Des Moines community. The ILA was developed to memorialize the partnership by outlining the funding contribution and roles, responsibilities, and expectations for each municipality. This Motion will authorize the City Manager to execute the ILA in substantially similar form.

This project is funded out of the 307 fund (Transportation CIP). The funds from Des Moines will come in as revenue under BARS account 307.334.10.00.003 and are programed in the 2019-2020 biennial budget.

The ILA was presented and discussed at the February 21, 2019 T&PW Committee meeting. The Committee recommended forwarding the agreement to Council for review and approval.

City Engineer Cabudol reviewed the agenda bill summary.

MOVED BY WACHTEL, SECONDED BY KWON TO PASS AGENDA BILL #5120.\*

Mr. Florendo stated as part of the initial kick off, prior to design, the City pursues other utilities to see if they have planned projects in the area which can be done at the same time for less impact to the area.

\*MOTION CARRIED UNANIMOUSLY.

**Agenda Bill #5162; A Motion authorizing the City Manager to execute an Interlocal Agreement (ILA) with King County (KC) Water District #125 for the replacement of water main as part of the Military Road South and South 152nd Street capital improvement project (PW Project ST-125).**

**Summary:** KC Water District #125 wishes to install approximately 420 linear feet of 12-inch water main, including fittings, valves, hydrants, services, and other water system appurtenances, within the project limits of the Military Road South and South 152nd Street Project. Combining the District's water main work with the City's street project will minimize disruption to the neighborhood and traveling public and significantly reduce the likelihood that the roadway

**ACTION ITEMS (continued):**

**Agenda Bill #5162 (continued):** will be impacted in the future by water main related work. Both projects will also benefit from cost savings associated with traffic control, erosion control, and construction surveying. The District will reimburse the City for 100% of the actual water main construction cost, plus an additional 10% for construction management and administrative services provided by the City to facilitate the District's work. This Motion authorizes the City Manager to execute an ILA, in substantially similar form, with the District for construction of the new water main.

Since the exact costs will not be known until bids are received, a budget amendment including both revenues and expenditures associated with this agreement will be addressed at the time of contract award for the project.

This agreement was not brought before the T&PW Committee as it is an administrative activity associated with an approved project.

City Engineer Cabudol reviewed the agenda bill summary.

MOVED BY KWON, SECONDED BY HILL TO PASS AGENDA BILL #5162.\*

Council discussion ensued regarding the costs, and bidding environment. Mr. Cabudol stated bids are competitive, but still higher than estimated.

\*MOTION CARRIED UNANIMOUSLY.

**Agenda Bill #5154; An Ordinance #19-1007 authorizing the City Manager to execute an Interlocal Agreement (ILA) with the Washington State Department of Transportation (WSDOT) for the construction of the Southbound Interstate-5 On-Ramp project and amending the City's 2019-2020 Biennial Budget.**

**Summary:** The South 200th Street corridor between IB and I-5 is a heavily utilized route, especially during the PM peak hour, for vehicles accessing southbound I-5. Although intersection improvements at South 200th Street & Military Road were completed as part of the Sound Transit Angle Lake Station project, eastbound traffic on South 200th Street bound for southbound I-5 is subject to significant backups during the PM peak hours. Unsafe vehicular merging within the intersection itself is also occurring due to this congestion. The City of SeaTac and WSDOT recognize that once the Sound Transit Light Rail Extension (ST3) Project and the Connecting SR-509 Project begin in late 2019/early 2020, pressure on the South 200th Street corridor will increase.

This project will construct a metered shoulder and associated ancillary improvements on the southbound on-ramp to Interstate 5 that will help significantly improve the functionality of the South 200th Street & Military Road intersection by providing two receiving lanes and increasing vehicle storage. At the request of the City, WSDOT has agreed to perform the design and permitting work associated with this project and more importantly, to complete the work on an accelerated schedule. This will allow for project construction in 2019, ahead of the start of the ST3 and Connecting SR-509 projects.

The proposed ILA sets forth the responsibilities of the City and WSDOT for the construction of this project. WSDOT will be responsible for constructing this project because it is located in WSDOT right-of-way (ROW). WSDOT is also responsible for paying the costs of project and engineering design. The City will pay for the cost of construction and project/construction management. The engineers estimate for the project is \$1,476,807, which includes a construction and project management contingency of \$250,000. However, current project funding stands at \$1,033,000. Therefore, an additional \$443,807 is required to be appropriated prior to construction. This Ordinance amends the City's 2019-2020 Biennial Budget by increasing expenditures in the Street Fund (Fund #102) by \$443,807 to provide the funding, in addition to authorizing the City Manager to execute the ILA. Construction is planned for this summer.

There is currently \$1,033,000 appropriated in the budget for this project. This budgeted amount was based on a preliminary engineering estimate utilizing 30% design plans and did not include contingency. The final engineering estimate, based on 100% plans and specifications, places construction costs (including a \$250,000 contingency) at \$1,476,807. Therefore, an additional \$443,807 is needed from the Street Fund (Fund #102) to ensure adequate funding is available for project construction.

**ACTION ITEMS (continued):**

**Agenda Bill #5154; An Ordinance #19-1007 (continued):**

The T&PW Committee reviewed both the ILA and request for additional funding at their March 21, 2019 meeting and recommended approval.

PW Director Appleton reviewed the agenda bill summary.

MOVED BY HILL, SECONDED BY WACTHEL TO PASS AGENDA BILL #5154 (ORDINANCE #19-1007).

Council discussion ensued regarding public outreach moving forward, this project is beneficial for the City, forecast when work will occur.

\*MOTION CARRIED UNANIMOUSLY.

**PUBLIC COMMENTS (related to Unfinished Business):** None

**UNFINISHED BUSINESS:** None

**NEW BUSINESS:** None

**COUNCIL COMMENTS:** CM Kwon commented on the following: (1) locking mailbox program, 100% of no mail thefts with these mailboxes; (2) coffee chat every Sunday, Mike's Community Cup, 9 – 10 a.m., ; and (3) March 29, Council Workshop, 9 a.m.

CM Tombs commented on a brush fire on March 18 started by homeless encampment between Orillia Rd and Military Road.

DM Hill stated he is in agreement with the public comments tonight about crime. He wants to see what the City can do to make a difference.

Mayor Sitterley commented on the following: (1) vacancies on citizen advisory committees; and (2) attended the March 21 Rosie the Riveter dedication at Highline Botanical Garden.

**EXECUTIVE SESSION:** None

**ADJOURNED:**

MAYOR SITTERLEY ADJOURNED THE REGULAR MEETING OF THE SEATAC CITY COUNCIL AT 7:32 P.M.

  
Erin Sitterley, Mayor

  
Kristina Gregg, City Clerk