

City of SeaTac

Council Workshop Minutes Synopsis

March 7, 2020 (Saturday)
9:00 AM

City Hall
Council Chambers

CALL TO ORDER: Mayor Erin Sitterley called to order the SeaTac City Council Workshop at 9:06 a.m.

COUNCIL PRESENT: Mayor Erin Sitterley, Deputy Mayor (DM) Peter Kwon, Councilmembers (CMs) Senayet Negusse, Joel Wachtel, Takele Gobena, and Pam Fernald. Excused Absent: CM Clyde Hill.

STAFF PRESENT: City Manager Carl Cole, City Attorney Mary Mirante Bartolo, City Clerk Kristina Gregg, Finance & Systems Director Gwen Pilo, Deputy City Manager Gwen Voelpel, Municipal Court Administrator Gail Cannon, Police Chief Jon Mattsen, Community & Economic Development (CED) Director Steve Pilcher, Parks, Community Programs & Services (PCPS) Director Lawrence Ellis, Public Works (PW) Director Will Appleton, Senior Management Analyst Tim Ramsaur, Senior Management Analyst Anita Woodmass, Executive Assistant Lesa Ellis

Public Comments (related to the agenda items listed below): Earl Gipson commented on the goals and mission, urging the Council to be careful about making them too specific.

Vicki Lockwood also spoke regarding goals for the judicial side, urging Court being open the same hours City Hall is open. She also commented that while Council ethics look good on paper, there aren't any consequences.

VISION / GOALS / INITIATIVES:

City Manager Cole stated the City has some documents that guide our work, including the Comprehensive Plan (CP), Transportation Improvement Program (TIP), and Capital Improvement Program (CIP). Staff needs to ensure we are still following a path the Council wants to pursue. The purpose of this discussion is to get high level visioning that will inform the budget process.

Review of the Comprehensive Plan (CP) and its necessary revision

CED Director Pilcher stated the CP is a requirement of the State Growth Management Act (GMA). He provided a summary of the GMA requirements and the CP.

Mr. Cole commented on the following: (1) the CP still includes zoning that will accommodate the City's growth target of 54,000 by 2040 and 2050; and (2) A major revision of the CP will happen within the next couple of years and is not part of this discussion.

Council discussion ensued regarding some of the goals listed in the CP that may need to be revisited in the future.

Review of current Vision, Mission, Goals

Deputy City Manager Voelpel facilitated a discussion by Council on "What will the City look like in the next 10 years?".

Senior Assistant Management Analyst Woodmass summarized the discussion: creating places and amenities for our community – residents and businesses. The commonalities were around the following areas: (1) promoting and refining what our perception and identity is in both the business and residential communities; (2) creating urban villages or townships – areas of focus, destinations, places for recreation and local business; and (3) preserving existing community – affordability, opportunities; (4) sidewalks – connectivity, walkability and underground utilities; and (5) traffic and accessibility.

BREAK: Mayor Sitterley recessed the meeting from 10: 25 a.m. until 10:40 a.m.

VISION / GOALS / INITIATIVES (continued):

Ms. Voelpel continued the facilitated discussion by Council.

Ms. Woodmass summarized the discussion: (1) Recreation and Parks – expanding, providing services and more accessibility, public transit, promote services; (2) Utilities/Space planning – trees, landscaping, underground utilities; lighting – pedestrian and vehicle, safety lense, Gateways – identity, Crime Prevention Through Environmental Design (CPTED) principals; (3) human aspect – maintaining community groups and leaders, attract families, safety, human

VISION / GOALS / INITIATIVES (continued):

services; (4) Affordable Housing – attracting market rate housing while maintaining affordable housing; and (5) collaboration and engagement – with communities regarding safety, attracting businesses, exploring idea of police mini stations.

BREAK: Mayor Sitterley recessed the meeting at 12:00 p.m. until 12:40 p.m.

COUNCIL COMMITTEE STRUCTURE / ALTERNATIVES:

Mr. Cole reviewed the process of how items get to Council for approval through the committee structure. He stated the purpose of this discussion is to make sure staff is serving Council how they want to be served.

Ms. Woodmass reviewed the current process for Council Committees, Citizen Advisory Committee Meetings, and Regular Council Meetings which equals 17 meetings per month, 202 meetings per year.

She also reviewed the following:

- (1) the results from the Transportation & Public Works (T&PW) Committee and Planning & Economic Development (PED) Committee meetings audit,
- (2) What do other cities do? Committees, Committee of the Whole (COW), Study Sessions, RCMs
- (3) History of Committee Structures for SeaTac
- (4) Committee Components – meeting preparation, meeting attendance, meeting post follow up
- (5) COW vs. Study Sessions
- (6) COW vs. Standing Committees
- (7) What a two hour Study Session meeting could look like

Council discussion ensued regarding COW and pros and cons of Council committee structure.

Next steps: No changes at this time.

BREAK: Mayor Sitterley recessed the meeting from 2:23 p.m. until 2:42 p.m.

COUNCIL POLICIES:

City Manager Cole stated the purpose of this discussion is to review the policies so all CMs are on the same page.

City Attorney Mirante Bartolo reviewed the Council Code of Ethics, specifically conflict of interest.

City Manager Cole summarized sections of the Council Administrative Procedures: (1) Council Relations with Staff; (2) Media Relations; (3) Confidentiality; (4) Executive Sessions; and (5) Technology.

Council discussion ensued regarding Executive Sessions, Robert's Rules of Order Training, Media relations community meetings by one CM, Open Public Meetings Act (OPMA) – serial meetings, Council relations with staff, Council Information Request (CIR) process, how Committee topics end up on the committee agenda, and how the Council can bring forward items heard from the community.

EXECUTIVE SESSION: None

ADJOURNED:

Mayor Sitterley adjourned the Council Workshop at 3:24 p.m.