

**City of SeaTac**  
**Regular Council Meeting Minutes**  
**\*Virtual Meeting\***

April 28, 2020  
6:00PM

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 (remotely):** Mayor Erin Sitterley, Deputy Mayor (DM) Peter Kwon, Councilmembers (CM) Joel Wachtel, CM Clyde Hill, CM Takele Gobena, and CM Pam Fernald. **EXCUSED ABSENT:** CM Senayet Negusse

**STAFF PRESENT (remotely):** City Manager Carl Cole, City Attorney Mary Mirante Bartolo, City Clerk Kristina Gregg, Senior Assistant City Attorney Mark Johnsen, Information Systems Manager Bart Perman, Parks, Community Services & Programs (PCPS) Director Lawrence Ellis, Police Chief Jon Mattsen, Public Works (PW) City Engineer Florendo Cabudol, Deputy City Manager Gwen Voelpel, Senior Planner Kate Kaehny

**FLAG SALUTE:** Mayor Sitterley led the Council, audience, and staff in the Pledge of Allegiance.

**AGENDA REVIEW:**

- A. Due to the current COVID-19 public health emergency, and social distancing protocols, pursuant to the Governor's and public health officials' orders, this meeting will be conducted virtually.
- The meeting will be live streamed on SeaTV and the City's website.
  - The public may also call in to the conference line to listen to the meeting. The number is 206.973.4555. While you will be able to hear the meeting, you will not be able to participate in the meeting. Please note that if you are unable to mute your phone, everyone else on the call-in line will be able to hear you, so please refrain from speaking.
  - City Hall is closed so no one will be able to physically attend this meeting.
- B. Also, the City Council will not hear any in-person public comments. Public comments received by email at [publiccomment@seatacwa.gov](mailto:publiccomment@seatacwa.gov) before 4 p.m. the day of a Council meeting will be mentioned by name and subject during the meeting and then posted to the City's website.

**PUBLIC COMMENTS:** None

**PRESENTATIONS:**

Mayor Sitterley read the following proclamations.

**Sexual Assault Awareness Proclamation**

**Against Discrimination During the COVID-19 Pandemic Proclamation**

**National Military Appreciation Month Proclamation**

**Introduction of new City Employees: Facility Maintenance 1 Worker Tom Akins / Custodian Dan Moss / Senior Permit Coordinator Damon Sims / Economic Development Strategist Tanja Carter / Accounting Technician Jaime Mecklenburg / Human Resources Director Mei Barker**

City Manager Cole stated that due to the current situation, the introductions were included in the packet instead of being done in person.

**Key City Issues and Requests for Direction**

City Manager Cole commented on the following items:

- (1) City's response to relaxing of "Stay Home. Stay Healthy" order: (a) related to construction - all permit center staff and inspectors are back to full-time work, (b) related to parks and trails - many questions, plan is being discussed
- (2) the next Parks & Recreation (P&R) Committee meeting has been cancelled, however, staff is holding off on deciding on other meetings until hearing from the Governor
- (3) continuing to model revenue projections
- (4) heard from the City's Lobbyist, the City should receive \$875,000 from the state

Council discussion ensued regarding the \$875,000 and what it may be used for, and future events, how will decisions be provided to the public about whether events will be cancelled. Mr. Cole stated the web and blog will be utilized to provide the public with details.

**PRESENTATIONS (continued):**

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

Mayor Sitterley: next Administration & Finance (A&F) Committee meeting is scheduled for May 14, 2020

CM Hill: cancelled next P&R Committee meeting because there's nothing urgent

CM Fernald: no Public Safety & Justice (PS&J) meeting scheduled at this time

DM Kwon: Transportation & Public Works (T&PW) Committee meeting – Six-year Transportation Improvement Program (TIP), and parking tax revenue; National League of Cities (NLC) Transportation and Infrastructure Committee – Federal Level efforts by NLC

**CONSENT AGENDA:**

**Approval of claims vouchers (check no. 127745 - 127861) in the amount of \$1,409,089.29 for the period ended April 23, 2020.**

**Approval of payroll vouchers (check no. 55556 - 55564) in the amount of \$12,522.48 for the period ended April 15, 2020.**

**Approval of payroll electronic fund transfer (check no. 101002 - 101142) in the amount of \$412,378.80 for the period ended April 15, 2020.**

**Approval of payroll wire transfer in the amount of \$160,937.88 for the period ended April 15, 2020.**

**Approval of Summary of Grant Acceptance for the Washington State Department of Commerce - \$100,000.**

**Approval of Council Meeting Minutes:**

**Transportation & Public Works Committee meetings held February 20, 2020 and March 5, 2020**

**Administration & Finance Committee meeting held March 12, 2020**

**Regular Council Meeting held April 14, 2020**

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

MOTION CARRIED UNANIMOUSLY.

**ACTION ITEMS:**

**Agenda Bill #5363; A Motion authorizing the City Manager to execute a contract with Judha of Lion Landscaping and Services LLC for the construction of the Valley Ridge Park (VRP) Entry Way Improvements.**

**Summary:** The scope of work for the VRP Entry Way Improvements includes, but is not limited to, the removal of natural grass adjacent to the entry way and replacing with concrete, importing new topsoil, replacing trees that have been in poor condition since 2007, installation of irrigation, and installing benches. In addition, a bid alternate for replacing the cracked existing concrete of the entryway was included in the bid packet. The work performed consists of furnishing all labor, tools, materials and equipment necessary for construction. These improvements will enhance the entry way of the VRP that hosts numerous sporting events and state-wide tournaments.

The Call for Bids for construction was submitted to the Small Works Roster and the bid deadline was March 12, 2020. The City received six bids and Judha of Lion Landscaping and Services LLC is the low bidder.

Due to the COVID-19 pandemic, the anticipated start date of construction will not be determined until further notice. Per the construction contract, the project is schedule to be completed in 60 working days after the contractor receives a Notice to Proceed.

The cost of this project, including sales tax and a 10% contingency, is \$199,353 with the bid alternate and \$190,882 without the bid alternate. The funding was carried over in 2019 and 2020 from the VRP Improvement project.

This item was presented to the P&R Committee in February but due to the COVID-19 pandemic, the April P&R Committee was canceled prohibiting the committee from reviewing the six bids and making a recommendation.

PCPS Director Ellis reviewed the agenda bill summary.

**ACTION ITEMS (continued):**

**Agenda Bill #5363 (continued):**

MOVED BY FERNALD, SECONDED BY HILL TO PASS AGENDA BILL #5363.\*

CM Hill reviewed the February P&R discussion.

Council discussion ensued regarding the project: whether the City has used this company before, variation of bids, and ADA compliancy.

\*MOTION CARRIED UNANIMOUSLY.

**Agenda Bill #5414; An Ordinance #20-1008 adopting a Complete Streets Policy and approach to the design and implementation of transportation projects in the City of SeaTac.**

**Summary:** A Complete Streets Policy provides an approach for planning, designing, and building streets that use context sensitive solutions to accommodate all users, including pedestrians, transit users, cyclists, and motorists. A draft Safe & Complete Streets Plan was developed in 2011. It was endorsed through Resolution 12-002 and referenced in development of the 2015 Transportation Master Plan. The Plan outlined goals for the development of SeaTac's pedestrian and bicycle network through the year 2040. Recommendations were identified in the plan, some of which were integrated into the Transportation Master and Comprehensive Plans. Although the Safe & Complete Streets Plan was endorsed by Resolution, it was never formally adopted through Ordinance.

The Complete Streets approach considers the goals of the community and aligns them with transportation safety and mobility goals. Most of the elements consistent with a Complete Streets approach to design have already become current standard practice in Public Works planning and engineering and align well with Council's mission to have a healthy city and improve community safety. Complete Streets also leverages the City's goal of infrastructure investment to meet this mission. While the City currently implements Complete Street practices, SeaTac will be at a disadvantage competing for some transportation funding sources if a Complete Streets Policy is not adopted by Ordinance. The proposed Ordinance formally adopts a Complete Streets Policy that reflects City practices today and will increase grant eligibility.

This topic has been before the T&PW Committee on October 18, 2018 and February 6, 2020. On February 6, 2020, the T&PW committee recommended sending this item to Council for review and adoption.

City Engineer Cabudol reviewed the agenda bill summary.

MOVED BY KWON, SECONDED BY WACHTEL TO PASS AGENDA BILL #5414 (ORDINANCE #20-1008).\*

DM Kwon reviewed the T&PW Committee discussion.

A question was posed about horse crossings. Mr. Cole stated horses follow same rules as cars so no additional rules would be needed.

\*MOTION CARRIED UNANIMOUSLY.

**UNFINISHED BUSINESS:** None

**COUNCIL COMMENTS:** CM Wachtel stated he received an email from a resident stating a CM noted in a public forum they had contacted representatives from the state advocating support of some type. City attorney Mirante Bartolo stated she would discuss this further offline with CM Wachtel and determine if anything needs to be done.

DM Kwon commented that while the Governor has relaxed restrictions for some outside recreation, residents should continue to be careful as SeaTac's numbers for confirmed cases continues to rise.

CM Hill reminded everyone that SeaTac is an International City with visitors arriving by plane and residents should care of themselves.

**COUNCIL COMMENTS (continued):** CM Gobena stated SeaTac has one de-intensifying structure. He questioned what that will look like as the Stay home. Stay healthy. order is relaxed more. Mr. Cole stated this structure is to house homeless who are not infected. They are allowed to walk around just like anyone else. CM Gobena also encouraged everyone to take care of themselves.

CM Fernald encouraged everyone to continue following all of the guidelines and stay safe. She also thanked IS Manager Bart Perman for his assistance getting set up for this meeting.


Mayor Sitterley stated she received an email from resident Earl Gipson stating the Council looks good online. Mayor Sitterley stated IS Manager Perman has done a great job with the City's virtual meetings.


CM Gobena also thanked Mayor Sitterley for approving the Against Discrimination During the COVID-19 Pandemic Proclamation.

**EXECUTIVE SESSION:** None

**ADJOURNED:**

MAYOR SITTERLEY ADJOURNED THE REGULAR MEETING OF THE SEATAC CITY COUNCIL AT 7:26 PM.

  
Erin Sitterley, Mayor

  
Kristina Gregg, City Clerk

## City of SeaTac Proclamation Sexual Assault Awareness Month

**Whereas**, in Washington State, 45% of women and 22% of men report having experienced sexual violence in their lifetime; and

**Whereas**, in King County, more than 7,400 adults and children received specialized assistance from organizations with programming for sexual assault victims in 2019; and

**Whereas**, demand for services to help survivors heal has increased significantly since 2016, reflecting the cultural shift that is taking place that has prompted many survivors who have remained silent to now speak up and seek the help they need to heal; and

**Whereas**, King County is home to many organizations that provide culturally and linguistically specific services for survivors from various racial/ethnic, faith, and cultural communities, survivors who are immigrants and refugees, survivors who are LGBTQ, and survivors with disabilities, and these culturally specific services are critical to effectively respond to the specific needs and barriers many survivors face; and

**Whereas**, negative impacts of sexual violence trauma on women, men, children and youth include fear, concern for safety, symptoms of post-traumatic stress disorder, injury, and missed work or school; and

**Whereas**, working together to educate our community about sexual violence, supporting survivors when they come forward, speaking out against harmful attitudes and actions, and engaging in best-practice sexual violence prevention work helps end sexual violence.

**Now, therefore**, I, Erin Sitterley, Mayor of the City of SeaTac, on behalf of the City Council, do hereby proclaim April 2020, as Sexual Assault Awareness Month in SeaTac.

Given under my hand and the seal of the City of SeaTac  
this 28<sup>th</sup> day of April 2020.

  
Erin Sitterley, Mayor





## CITY OF SEATAC PROCLAMATION MILITARY APPRECIATION MONTH

**Whereas**, the freedom and security that United States citizens enjoy today are results of the vigilant commitment of the United States Armed Forces in preserving that freedom and security; and

**Whereas**, it is appropriate to promote community awareness of the sacrifices that members of the United States Armed Forces have made in the past and continue to make every day in order to support the Constitution and to preserve the freedoms and liberties that enrich the Nation; and

**Whereas**, it is important to preserve and foster the honor and respect that the United States Armed Forces deserve for vital service on behalf of the United States; and

**Whereas**, it is appropriate at this time of pandemic emergency to recognize the significant contributions that members of the Armed Forces, including our National Guard, are making to the safety and security of our local communities; and

**Whereas**, it is important to instill in the youth in the United States the significance of the contributions that members of the United States Armed Forces have made in securing and protecting the freedoms that United States citizens enjoy today; and

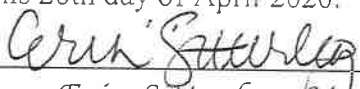
**Whereas**, it is appropriate to display the proper honor and pride United States citizens feel towards members of the United States Armed Forces for their service; and

**Whereas**, it is important to reflect upon the sacrifices made by members of the United States Armed Forces and to show appreciation for such service; and

**Whereas**, it is appropriate to recognize, honor, and encourage the dedication and commitment of members of the United States Armed Forces in serving the United States; and

**Whereas**, it is important to acknowledge the contributions of the many individuals who have served in the United States Armed Forces since inception of the Armed Forces.

**Now, therefore**, I, Erin Sitterley, Mayor of the City of SeaTac, on behalf of the City Council, do hereby proclaim May 2020 to be Military Appreciation Month and encourage SeaTac residents and visitors to celebrate the commitment of our Armed Forces to preserving our way of life and in special appreciation for the support for local communities during this time of national emergency. Given under my hand and the seal of the City of SeaTac this 28th day of April 2020.

  
Erin Sitterley, Mayor

**CITY OF SEATAC PROCLAMATION  
AGAINST DISCRIMINATION DURING THE COVID-19 PANDEMIC**

WHEREAS, on March 12, 2020, the City of SeaTac, King County, the State of Washington, and the United States of America declared the COVID-19 pandemic a state of emergency; and

WHEREAS, the City of SeaTac is an inclusive and healthy community; and

WHEREAS, COVID-19, also known as SARS-CoV2 or coronavirus is not caused by race, nationality, or ethnicity; and

WHEREAS, there have been instances of discrimination reported in connection to COVID-19 in King County; and

WHEREAS, the City of SeaTac has been fortunate to have not received any reports of this type of discrimination; and

WHEREAS, the City of SeaTac has always stood firmly against discrimination of any kind, vigorously upholding all Federal, State and Local Laws regarding same.

NOW, THEREFORE, I, Erin Sitterley, Mayor of the City of SeaTac, on behalf of the City Council, do hereby proclaim the following:

1. Discrimination of any kind will never be welcome in SeaTac and all residents are urged to continue to honor our heritage of inclusivity and care for all.
2. Everyone should refer to reputable sources for information on the COVID-19 pandemic such as the Centers for Disease Control and Prevention (CDC), the Washington State Department of Health (DOH), Public Health – Seattle & King County, and the City of SeaTac.
3. Individuals who have been affected by discrimination during this COVID-19 pandemic should contact the Police Department by calling 9-1-1.

Given under my hand and the seal of the City of SeaTac  
this 28<sup>th</sup> day of April 2020.

  
Erin Sitterley, Mayor

