

# City of SeaTac

## Regular Council Meeting Minutes

### \*Virtual Meeting\*

June 23, 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) Senayet Negusse, Clyde Hill, Takele Gobena, and Pam Fernald. And Stanley Tombs is present and will be sworn in at tonight's meeting.

**STAFF PRESENT (remotely):** City Manager Carl Cole, City Attorney Mary Mirante Bartolo, City Clerk Kristina Gregg, Senior Assistant City Attorney Mark Johnsen, Community and Economic Development (CED) Director Steve Pilcher, Information Systems Manager Bart Perman, Public Works (PW) Director William Appleton, City Engineer Florendo Cabudol, Police Chief Jon Mattsen, Deputy Fire Chief Aaron Tyerman

**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 Government Access Comcast Channel 21 and the City's website.
  - The public may also call in to the conference line to listen to the meeting at 206.973.4555. You will not be able to participate in the meeting. 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.
  - No one will be able to physically attend this meeting.
- B. 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. today will be mentioned by name and subject and then posted to the City's website.
- C. The City Council will not hear any in-person public hearing comments. Public hearing comments received by email at [publichearingcomment@seatacwa.gov](mailto:publichearingcomment@seatacwa.gov) before 4 p.m. today will be read into the record and then posted to the City's website.

#### **SWEARING IN:**

##### **Swearing in of the newly appointed Councilmember Stanley Tombs**

City Clerk Gregg swore-in Councilmember Stanley Tombs. CM Tombs then signed his Oath-of-Office and began his term as a CM.

Mayor Sitterley stated she has appointed CM Tombs as Chair of the Planning & Economic Development (PED) committee which is having a Special Council Meeting on Thursday. Other changes will be made by Thursday.

#### **PUBLIC COMMENTS:**

Rebekah Rose – Commented on a CM's behavior and had a question regarding affordable housing and stores in the commercial spaces

#### **PRESENTATIONS:**

##### **LGBTQ Pride Month Proclamation**

Mayor Sitterley read the proclamation.

##### **Key to the City to retiring Community and Economic Development (CED) Director Steve Pilcher.**

Mayor Sitterley presented the Key to Mr. Pilcher virtually.

Council stated their appreciation to Mr. Pilcher for his service.

Mr. Pilcher thanked Council for the Key to the City. He reviewed his 41 years of service.

**PRESENTATIONS (continued):**

**Police Department updates, policies and statistics.**

Police Chief Mattsen presented the 2<sup>nd</sup> quarter 2020 police department statistics, including department goals, and crime trends June 2019-May 2020. He stated due to COVID, the police department had to redefine how things are done, meaning a lot fewer touches with the community.

He also reviewed the Berk Study Goal #7 – increase organization and staff member competency for engaging effectively with the community members of all backgrounds, Quality Inn de-intensification property, and recent protest in SeaTac and the role of the Police Department.

Council discussion ensued regarding residential burglary being down and a shift in other crimes, Community Engagement Officer for the north end, Quality Inn, mandatory face coverings, statistics, police explorers, speeding, and National Night Out (NNO).

**Puget Sound Regional Fire Authority (PSRFA) Update**

Deputy Fire Chief Tyerman presented the 2<sup>nd</sup> quarter 2020 PSRFA statistics, including area call volume versus all RFA for second quarter 2019 versus 2020, Top 10 Call types – 80% are EMS related, and FD CARES Responses.

He also reviewed impacts of COVID-19 and community testing,

Council discussion ensued regarding the statistics, COVID-19 testing, and FD CARES.

**Key City Issues and Requests for Direction**

City Manager Cole commented on the following items:

- (1) Grant application – Washington State Department of Transportation (WSDOT) Pedestrian & Bicyclist Safety Program - \$2,000,000
- (2) Grant application and acceptance – KC pass through CARES Grant - \$44,000
- (3) June 25 Special PED Committee Meeting
- (4) June 27 Special Recycling event
- (5) July 3 City Facilities closed
- (6) Received 8,000 masks from King County (KC) to be distributed throughout the City
- (7) Requested permanent referral of the Economic Development (ED) topic to the PED Committee. Council concurred.
- (8) Requested referral of the discussion to suspend the Airport Advisory Committee to the Administration & Finance (A&F) Committee. Council concurred.
- (9) Requested referral of Council Administrative Policies & Procedures revisions, including Council Committees, to the A&F Committee. Council concurred.
- (10) Requested referral of resolution declaring racism a public health crisis to a Council committee. Council did not concur with the referral.
- (11) Requested referral of resolution in support of Unbanked Money Transmitter Operators to a Council Committee. Council did not concur with the referral.

Council discussion ensued regarding the referral requests and distribution of masks.

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

DM Kwon: Transportation & Public Works (T&PW) Committee meeting – proposed upgrade of CityWorks software, franchise agreements, next meeting July 2; South County Area Transportation Board (SCATBd) regional meeting – Federal Infrastructure package, Sound Transit update; and Puget Sound Regional Council (PSRC) Transportation Committee Meeting is scheduled for June 25

CM Hill: Next Parks & Recreation (P&R) Committee meeting is July 2, no 4<sup>th</sup> of July event at Angle Lake this year; Association of Washington Cities (AWC) annual conference just kicked off virtually

CM Fernald: Next Public Safety & Justice (PS&J) Committee meeting is July 9; Next Sidewalk Advisory Committee meeting is July 16

**PRESENTATIONS (continued):**

**Committee Updates (continued):**

Mayor Sitterley: June 10 and 16 Hotel/Motel (H/M) Tax Advisory Committee meetings - funding organizations dedicated to increasing tourism in SeaTac; and A&F Committee meeting – parking tax audit plan being developed, update on the City’s investment portfolio, CIR submitted by CM Gobena regarding funding to support SeaTac residents and businesses during the crisis, current pandemic situation and fiscal response by the City, next A&F meeting is scheduled for July 9 at 4:00 PM.

*CM Hill momentarily left at this point in the meeting.*

**CONSENT AGENDA:**

**Approval of claims vouchers (check no. 128095 - 128181) in the amount of \$801,145.64 for the period ended June 28, 2020.**

**Approval of payroll vouchers (check no. 55593 - 55601) in the amount of \$11,686.59 for the period ended June 15, 2020.**

**Approval of payroll electronic fund transfer (check no. 101568 - 101701) in the amount of \$416,274.46 for the period ended June 15, 2020.**

**Approval of payroll wire transfer in the amount of \$161,059.27 for the period ended June 15, 2020.**

**Approval of Summary of Grant Acceptance for the Department of Commerce - \$875,000.**

**Approval of Council Meeting Minutes:**

**Transportation & Public Works Committee meeting held October 24, 2019**

**Parks & Recreation Committee meeting held March 5, 2020**

**Administration & Finance Committee meeting held May 14, 2020**

**Regular Council Meeting held June 9, 2020 Special Council Meeting held June 17, 2020**

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

MOTION CARRIED UNANIMOUSLY.

**PUBLIC HEARING (PH) & ACTION ITEM:**

**2021-2026 Transportation Improvement Plan**

Mayor Sitterley opened the PH at 8:32 p.m.

City Engineer Cabudol reviewed the agenda bill summary below.

*CM Hill returned during the PH.*

DM Kwon reviewed the T&PW Committee discussion.

Council discussion ensued regarding the TIP.

Public Comments: None

Mayor Sitterley closed the PH at 8:41p.m.

**Agenda Bill #5402; A Resolution #20-007 adopting the 6-Year Transportation Improvement Program (TIP) for the period between 2021 through 2026.**

**Summary:** The City is required by State law to annually review and adopt its 6-year TIP. This review includes a PH and formal adoption of the plan by the City Council. State law (RCW 35.77.010) requires the City to adopt a minimum Six Year TIP, prior to July 1 each year. The PH is scheduled for the June 23 Regular Council Meeting (RCM), with final action to follow.

Funding and scheduling of projects beyond the first two years of the adopted plan are subject to change based on the transportation needs within the City and Council discretion. The adopted TIP must be submitted to the WSDOT within 30 days following Council adoption.

**PUBLIC HEARING (PH) & ACTION ITEM:**

**Agenda Bill #5402; Resolution #20-007 (continued):**

Adoption of the TIP does not obligate the City to expend any money; however, it does provide a forecast of anticipated capital expenditures. There are a number of sources that finance our 6-Year TIP including: local parking tax, transportation impact fees (TIF), state gas tax, and state and federal grants. While the proposed 6-Year TIP is fully funded through local parking tax revenues and previously secured grant funding, staff will continue to make appropriate applications for State and Federal grant funding opportunities.

At the March 5, April 23, and June 18 meetings, the 6-Year TIP was presented to the T&PW Committee for consideration and recommendation on how to proceed. The Committee recommended moving the proposed TIP forward to Council for approval.

MOVED BY FERNALD, SECONDED BY KWON TO PASS AGENDA BILL #5402 (RESOLUTION #20-007).

MOTION CARRIED UNANIMOUSLY.

**ACTION ITEMS:**

**Agenda Bill #5496; A Resolution #20-008 approving the alignment and extent of sanitary sewer and stormwater sewer easements within Grandview Park, and authorizing the City Manager to negotiate the compensation to be received for the value of the easements and the easement terms.**

**Summary:** The Kent Sewer District is requesting that an 8-inch gravity sewer line be constructed through Grandview Park in order to provide service to the new Kent District Elementary School (new Valley Elementary) currently under construction at 22420 Military Road South. Additionally, the Kent School District is also requesting a stormwater sewer easement to properly convey stormwater from the site. Public Works reviewed the proposed alignments and provided a supportive recommendation regarding the approval of the easements to the P&R Committee at its December 5, 2019.

Providing a gravity flow sewer connection, thereby avoiding lift stations to facilitate sewer flow, is a priority for both the Kent Sewer District and the Kent School District. This proposed alignment meets this goal. Gravity systems are far more reliable and keep rate payer costs down due to the low maintenance and operations costs associated with these conveyance systems. The proposed 8-inch gravity sewer line would be buried at depths ranging from 5 to 15 feet through Grandview Park, have an alignment that falls adjacent to improved surfaces (pavement), and minimizes impacts to mature vegetation. The proposed width of the easement varies from 25-feet to 40-feet depending on the depth of the sewer line, with the wider easement being necessary in areas where the pipe is deeper to allow for future excavation if needed. The stormwater sewer line will run through the north end of the park and will connect to the City of Kent stormwater system on Riverview Boulevard South.

While the two easements preclude the construction of permanent structures within them, this would not impact the functionality of park or any long term capital plans that have been expressed by the Parks Department. The proposed alignment for the sanitary sewer line minimizes the number of manhole structures while still hugging the wetland buffer immediately to the west. In this case, the SeaTac Municipal Code (SMC) does not allow intrusion into either the wetland or the wetland buffer, therefore the proposed alignment is appropriately located to minimize overall impacts to the park while still meeting the needs of the Sewer District and the School District.

It should also be noted that the proposed sewer line extends to and through the school district site terminating at a manhole structure adjacent to Military Road South, which will allow for future connections. Specifically, the alignment will accommodate future growth/redevelopment in the area that could not occur without sewer availability.

The City will be compensated for the subject easements, but the terms have not been finalized. This Resolution authorizes the City Manager or designated staff to complete the negotiations associated with the sale of the easements. The City Council will approve the final terms of the transaction once the terms have been finalized.

This topic has been brought before the P&R Committee on three separate occasions for review and discussion. At the December 5, 2019 meeting, the committee forwarded this item to Council with a recommendation for approval.

**ACTION ITEMS (continued):**

**Agenda Bill #5496; Resolution #20-008 (continued):**

PW Director Appleton reviewed the agenda bill summary. Kent School District Capital Planning Director David Bussard and Lead Consultant Katie Pond were present to answer questions.

MOVED BY FERNALD, SECONDED BY NEGUSSE TO PASS AGENDA BILL #5496 (RESOLUTION #20-008).\*

CM HILL reviewed the P&R Committee discussion.

Council discussion ensued regarding the project.

\*MOTION CARRIED UNANIMOUSLY.

**Agenda Bill #5475; A Motion authorizing the City Manager to enter into a contract with Toole Design Group in an amount not to exceed \$331,716 for the creation of a Local Road Safety Plan and examining pedestrian crossing safety on International Boulevard (IB).**

**Summary:** On March 10, 2020, the City Council authorized the City Manager to execute a \$150,000 contract with Toole Design to develop a Local Road Safety Plan. Prior to the scope of work being finalized, staff learned that the City had been awarded a Washington State Department of Commerce (WSDOC) Grant for \$97,000 to help fund a pedestrian crossings study on IB to evaluate measures to improve safety up to and including overhead pedestrian crossings. Upon further review of this opportunity, it was decided that the additional work would fit well within the Local Road Safety Plan Project. The additional scope will have an emphasis at or near light rail stations and will investigate safety improvements up to and including overhead pedestrian crossings. With the addition of this work to the contract with Toole Design Group, the cost of performing the new scope in total has increased to \$331,716, \$97,000 of which will be funded by the above referenced grant.

Staff has reviewed the new draft scope of work associated with the City of SeaTac Local Road Safety Plan which incorporates the focused study of IB pedestrian crossings and views the overall project to be of significant benefit to the City by identifying and prioritizing pedestrian safety related projects within the City. Additionally, including this work into the City of SeaTac Local Road Safety Plan scope will enable the City to meet the very tight grant funding timelines (October 2020 to June 2021) associated with completing the work.

The original contract with Toole Design which was authorized in March 2020 has not been executed. If this Motion is carried, this additional scope of work will be added, and the total contract will not exceed \$331,716.

The proposed expenditure is fully budgeted for in the Transportation CIP Fund (307), no budget amendment is required.

The topic of expanding the scope of work to include a targeted evaluation of pedestrian crossing safety along IB was presented at the May 21, 2020, T&PW Committee meeting. The Committee voted 3-0 to move this forward to full Council with a recommendation to approve. At the May 26, 2020 RCM, the subject WSDOC grant was accepted.

PW Director Appleton reviewed the agenda bill summary.

MOVED BY HILL, SECONDED BY KWON TO PASS AGENDA BILL #5475.\*

DM Kwon reviewed the T&PW Committee discussion.

Council discussion ensued regarding the contract.

\*MOTION CARRIED UNANIMOUSLY.

**UNFINISHED BUSINESS:** None

**COUNCIL COMMENTS:**

CM Gobena commented on the following items: masks for residents, and encourage Council to think about how to support the Census 2020.

CM Negusse stated face coverings are now required with some exemptions.

CM Tombs thanked Council for their support.

DM Kwon commented on the following items: COVID-19 (numbers are still rising in SeaTac); hand sanitizer recall; new project active map; and recycling event.

CM Hill encouraged everyone to get engaged in the community, including volunteering and attending committee meetings.

CM Fernald commented on the following items: masks, Snohomish County Racism and Criminal Justice reform Town Meeting, and Human Services funding.

Mayor Sitterley commented on the following items: masks, Mr. Pilcher retiring as well as Building Services Manager Gary Schenk, and bank de-risking.

**EXECUTIVE SESSION:** None

**ADJOURNED:**

MAYOR SITTERLEY ADJOURNED THE REGULAR MEETING OF THE SEATAC CITY COUNCIL AT 9:29 PM.

  
Erin Sitterley, Mayor

  
Kristina Gregg, City Clerk

*City of SeaTac  
Lesbian, Gay, Bisexual, Transgender and Questioning Pride Month*

*WHEREAS, the battle for dignity and equality for lesbian, gay, bisexual, transgender and questioning people is reflected in the tireless commitment of the LGBTQ community, as well as dedicated advocates and allies who strive to forge a more inclusive society; and*

*WHEREAS, LGBTQ members of our American family, including those who live in our local communities, may yet face hate and discrimination simply for being who they are and there remains much work to do to extend the promise of our country to every person; and*

*WHEREAS, the City of SeaTac, being an inclusive community, rejects discrimination of any kind and continues to affirm our belief that we are all freer when we are treated as equals.*

*NOW, therefore, I, Erin Sitterley, Mayor of the City of SeaTac, on behalf of the City Council, do hereby proclaim June 2020 as Lesbian, Gay, Bisexual, Transgender and Questioning Pride Month; and encourage all community residents to fight discrimination and prejudice wherever it exists and to celebrate our beautiful community by honoring our LGBTQ family, friends and neighbors.*

*Given under my hand and the seal of the City of SeaTac this 23<sup>rd</sup> day of June 2020.*



  
Erin Sitterley, Mayor