



City Manager's Weekly Update

February 4, 2011

Dear Mayor, Councilmembers, Residents, and Employees:

City Council Retreat planned for January 11 & 12 at City Hall: The SeaTac City Council is planning a retreat on Friday, February 11 and Saturday, February 12. The public is invited to attend. The retreat will be held in the Council Chambers on the first floor of SeaTac City Hall, located at 4800 S. 188th Street, beginning at 9 AM on both days. Once the retreat agenda is finalized, the City Clerk's Office will post the agenda on the City's website at www.ci.seatac.wa.us.



Back row left to right, Council members: Rick Forschler, Mia Gregerson, Pam Fernald, Ralph Shape, Front row left to right: Councilmember Tony Anderson, Mayor Terry Anderson, Deputy Mayor Gene Fisher

Free tax preparation help in SeaTac: If you need help with your taxes, free help is available in SeaTac for households making less than \$50,000 per year who need basic individual tax returns. United Way of King County is offering Free Tax Preparation at 18 sites throughout King County January 18 to April 14, 2011, including two locations here in SeaTac on Tuesdays, Thursdays and Saturdays. Help with Amharic, Cambodian, Somali, and Spanish speaking clients is also available at the SeaTac locations.

The program is designed to help low and middle-income families prepare their income tax forms, take advantage of the Earned Income Tax Credit (EITC) and other tax credits while avoiding fees associated with commercial preparers.

Free Tax Preparation by United Way of King County is available at the following two SeaTac locations:

LCSNW / Angle Lake Family Resource Center

4040 S. 188th Street
Tuesdays, 6 PM – 9 PM, Somali & Spanish
Saturdays, 9 AM – 1 PM, Spanish

Sea-Tac Airport / Airport Jobs Office

17801 International Blvd
Thursdays, 6 PM – 9 PM, Amharic & Spanish
Saturdays, 10 AM – 2 PM, Cambodian

See the attached Information Notice for more information on the United Way Tax Preparation Program.

Dispatch Center Offers Citizens Academy: Have you ever wondered how a 911 Center works, or have an interest in emergency communications? Valley Communications, the Fire Department's dispatch center, is offering a Citizens Academy to introduce the public to the world of emergency communications. This eight week program will cover all aspects of the 911 process from the time a call is received to the moment a police or fire dispatch is made. For additional information on the Citizens Academy, see the attached flyer.

Fire Department Responds to Serious Accident on Highway 518: On January 28, at approximately 7:30 PM, SeaTac Engine 47 responded with Tukwila units and King County Medic One to a serious motor vehicle accident in the 5100 block of east-bound Highway 518. On arrival crews found a vehicle with severe damage, and an unconscious 23 year old female. Crews extricated and treated the patient. She was then transported by Medic One to Valley Hospital.

Youth Art Exhibit continues through next week: Each year the City of SeaTac is proud to exhibit art pieces created by talented high school students in our community. This year the exhibit consists of 63 pieces of original art that will be displayed through February 11. Drop by City Hall located at 4800 S. 188th Street during regular building hours (Monday – Friday, 8:30 AM – 5:00 PM) to view the art. The exhibit is located on the first and third floor lobbies.

Attachments:

Information Notice: Free tax preparation help in SeaTac
Citizens Academy flyer

Agendas:

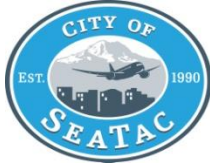
Administration & Finance Committee	2.8.11
Public Safety & Justice Committee	2.8.11
Hotel/Motel Tax Advisory Committee	2.9.11
Regional Fire Authority Exploratory Committee	2.10.11

You can view the City's Event Calendar at:

<http://www.ci.seatac.wa.us/index.aspx?page=16>



Todd Cutts, Interim City Manager



Information Notice

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Sea-Tac Airport / Airport Jobs Office
17801 International Blvd

(From inside the airport on the Ticketing Level, take Elevator 1 to Level M. Turn left off the elevator, then turn right and proceed along the walkway. The office is on the right. Look for the Airport Jobs sign above room 6447.)

Thursdays, 6 PM – 9 PM, Amharic & Spanish
Saturdays, 10 AM – 2 PM, Cambodian

No appointment is necessary and agents will be available from now to April 14. Many sites get very crowded, especially during January and April. Clients should arrive as close to the site's opening time as possible for the best chance of getting served. Clients who arrive later may not be able to see a volunteer.

Quality Tax preparation is provided by IRS-certificated, multilingual volunteers. Multiple languages are available at different locations throughout King County. This is a free service for households making less than \$50,000; citizenship not necessary and electronic filling will be utilized for faster refunds.

In addition to filing tax returns, clients will be able to purchase savings bonds, open credit union accounts, sign up for prepaid debit cards, and apply for public benefits such as the Washington Basic Food Program.

Those interested in the tax preparation assistance must bring photo identification and Social Security Cards (or Individual Taxpayer Identification Numbers) for themselves, spouses and dependents. They should also bring wage and earnings statements (W-2 Forms), interest and dividend information concerning their income and expenses for the year of 2010 and also a bank account number (checking or savings) to have your refund directly deposited into your account. You should bring anything else that you think may affect your return, even if you are not sure.

Service is for basic tax returns only (no business taxes, rental income or sale of property or stock). For more information on the United Way Tax Preparation Program including site locations and maps, visit www.unitedwayofkingcounty.org/taxhelp. **You can also call 2-1-1 or 1-800-621-4636 for additional information.**



WHEN:
Wednesday Evenings
April 6 through May 25, 2011
7:00pm–9:00pm

911 Citizens Academy

Have you ever wondered how a 911 Center works?
Do you have an interest in Emergency Communications?

Valley Communications Center in Kent is sponsoring this academy to introduce the public to the exciting world of Emergency Communications. This 8 week program will cover all aspects of the 911 process from the time a call is received to the moment a police or fire dispatch is made. Participants will also have the opportunity to sit-in with a 911 Call Receiver & Dispatcher to gain firsthand experience of what actually happens when you call 911.

Highlights

- Handles 911 Calls For Most of South King County
- Nationally Accredited
- Class Size Limited to 16 participants who must agree to undergo a background check



Valley Communications Center
Kent, Washington

For Questions Call
(253) 372-1300

<http://www.valleycom.org/>
Phone: (253) 372-1300
Fax: (253) 372-1305





Administration and Finance Committee Agenda

Tuesday, February 8, 2011
2:00 PM
Council Chambers

AGENDA

Members:

Gene Fisher, Chair
Tony Anderson
Rick Forschler

Staff Coordinator: Mike McCarty, Finance and Systems Director

1. Agenda Bill Form Modification – Kristina Gregg (*5 minutes*)
 2. Reorganization Implementation Plan Recommendation – Todd Cutts/Anh Hoang (*15 minutes*)
 3. Request for Prothman Fee to Hire CED Director – Todd Cutts (*5 minutes*)
 4. PVRB Request for Planning Manager – Anh Hoang (*5 minutes*)
 5. PVRB Request for Permit Center Manager – Anh Hoang (*5 minutes*)
 6. PVRB Request for Development Review Engineering Manager – Anh Hoang (*5 minutes*)
 7. Judge as an Employee – Todd Cutts (*15 minutes*)
 8. New Legislative Agenda Items for Consideration – Jeff Robinson (*5 minutes*)
 9. Contract with GreenRubino for Marketing and Public Relations – Jeff Robinson (*5 minutes*)
 10. Lease Renewal at SeaTac Center for India Plaza Market – Jeff Robinson (*5 minutes*)
 11. NW Symphony Orchestra and Museum of Flight Support from the Hotel/Motel Tax Fund #107 – Jeff Robinson (*5 minutes*)
 12. 2011 Budget Amendment for 2010 Carryovers – Mike McCarty (*5 minutes*)
 13. Policies Related to Internet and Cell Phones – Mark Johnsen/Mike McCarty (*10 minutes*)
 14. City Councilmembers and City Manager Future Travel Authorizations and Completed Travel Approval of City Credit Card Payments and Personal Reimbursements – Mike McCarty (*5 minutes*)
- Item #15 to be reviewed jointly with the Public Safety & Justice Committee**
15. Modifications to Fire Apparatus Maintenance ILA – Brian Wiwel (*5 minutes*)
 16. Next Meeting – March 8, 2011



Public Safety and Justice Committee Agenda

February 8, 2011
4:00 PM
SeaTac Council Chambers

Members:

Councilmember Tony Anderson, Chair

Councilmember Pam Fernald

Councilmember Gene Fisher

Staff Coordinator: Fire Chief Jim Schneider; Police Chief Jim Graddon

Item #1 to be reviewed jointly with the A & F Committee

1. Modifications to Fire Apparatus Maintenance ILA – Brian Wiwel (*5 minutes*)
2. Emergency Management Performance Grant – Jim Schneider (*5 minutes*)
3. Fire Station Signage – Jim Schneider (*5 minutes*)
4. KCSO Registered Sex Offender Unit – Sgt. Paul Mahlum (*20 minutes*)
5. Gang Resistance Education and Training (G.R.E.A.T.) Program – Karen Davy (*5 minutes*)
6. Prostitution Statistics – Jim Graddon (*5 minutes*)
7. Crime Statistics – Jim Graddon (*5 minutes*)



4800 South 188th Street
SeaTac, WA 98188-8605

City Hall: 206.973.4800
Fax: 206.973.4809
TDD: 206.973.4808

Mayor
Terry Anderson

Deputy Mayor
Gene Fisher

Councilmembers
Rick Forschler
Tony Anderson
Ralph Shape
Pam Fernald
Mia Gregerson

Interim City Manager
Todd Cutts

City Attorney
Mary Mirante Bartolo

City Clerk
Kristina Gregg

HOTEL/MOTEL COMMITTEE

February 9, 2011

3:00 – 5:00 PM

SeaTac City Hall, Riverton Room (128 – New Location)

4800 S. 188th Street

Chair: Mayor Terry Anderson

AGENDA

- 1. Introductions – All (5 minutes)**
- 2. Review & Approval of November 10, 2010 and January 12, 2011 Minutes – Mayor Anderson (10 minutes)**
- 3. Update From SeaTac Police Department – Chief Jim Graddon (15 Minutes)**
- 4. Update on South Access – Tom Hooper, POS (15 Minutes)**
- 5. Update on Sound Transit Light Rail Extension to South 200th – Soraya Lowry (15 Minutes)**
- 6. SVSS Update – Ashley Comar (15 Minutes)**
- 7. Update on SeaTac Specific Marketing Project -- Elizabeth Paulsen (15 minutes)**
- 8. STR Report – Group (15 minutes)**
- 9. Other Business**
- 10. Adjourn**

SEATAC FIRE DEPARTMENT / KENT FIRE DEPARTMENT RFA EXPLORATORY COMMITTEE MEETING

DATE: February 10, 2011
TIME: 1730-1930 Hours
LOCATION: SeaTac Fire Station 46
Administrative Office
Classroom (ECC)
3521 South 170th Street
SeaTac

DATE OF NOTICE: February 2, 2011

FROM: Tony Anderson, SeaTac Council Member - Chair
Les Thomas, Board Member - Kent Fire Department RFA - Vice Chair

TO: Assistant Chief Brian Wiwel / Chief Jim Schneider (Facilitators)

RFA Board	Les Thomas, RFA Board Member Mike Denbo, RFA Board Member Allan Barrie, RFA Board Member (alternate)
City of SeaTac	Gene Fisher, SeaTac Deputy Mayor Mia Gregerson, City of SeaTac Councilmember Mike McCarty, City of SeaTac Finance Director Todd Cutts, Interim City Manager
SeaTac Citizens	Art Stipen, SeaTac Business Owner Robin Loudon, SeaTac Business Representative Erin Sitterly, SeaTac Citizen Richard Jordan, SeaTac Citizen Dave Bush, SeaTac Citizen
Local 2919	John Gallup Dan Flood, Vice President
Local 1747	Mike Moore, President Scott Galassi, Vice President
SeaTac Fire Department	Jeff Richardson, SeaTac Fire Battalion Chief Brian Carson, SeaTac Fire Captain Keven Rojecki, SeaTac Firefighter Ron Wieland, SeaTac Firefighter Mary Ann Cromwell, SeaTac Fire Note Recorder
Kent Fire Department RFA	
<i>Battalion Chief</i>	Greg Markley
<i>Captain</i>	Mike Richardson
<i>Firefighter</i>	Terry McCartin
<i>Day Shift</i>	Larry Rabel, Planning Unit
<i>Other</i>	Ken Weatherill, Deputy Chief Margaret Martin, Finance Manager Mark Jones, IAFF Local 1747

TO DO:**ADDITIONAL AGENDA ITEMS:**

- 1.
- 2.
- 3.
- 4.
- 5.

- 1.
- 2.
- 3.
- 4.
- 5.

AGENDA

TOPIC	TIME	PRESENTER	
1730 Dinner			
1735 Approval of Notes from December 9, 2010 Committee Meeting	5 min	Chair of SeaTac, Council Member Anderson Vice Chair of Kent RFA, Board Member Thomas	Approval of
1740 <ul style="list-style-type: none"> • Union Work Group • Governance Board Work Group 	10 min	Captain Gallup Council Member Anderson	Update
1750 <ul style="list-style-type: none"> • Review Agenda • Comparison to Other Similar Communities • Capital Facilities Needs (Plan) • Future Growth and Location of Need 	30 min	Chief Wiwel	Review of
1820 Break	10 min		
1830 RCW 52.26 RFA Exploratory Process	10 min	Fire Chief Jim Schneider	Presentation
1840 <ul style="list-style-type: none"> • Alternatives available to address current and future needs for Fire Protection and EMS services for the SeaTac Fire Department • Financing alternatives for fire protection service alternatives • Financial dynamics for providing fire services 	40 min	SeaTac Finance Director Mike McCarty	Review of
1920 Next meeting		Chairperson Anderson	Review Agenda
1930 Meeting ends			

AGENDA FOR NEXT MEETING

March 10, 2011 - Thursday
 SeaTac Fire Department
 Fire Station 46
 1730-1930 Hours

Objective of the Meeting:

- ISO (Washington State Survey & Rating Bureau).
- Conceptual detailed financial analysis of the Fire Benefit Charge (FBC) and the potential impact of implementing the FBC in the City of SeaTac.