

City of SeaTac
Regular Council Meeting Minutes
Virtual Meeting

April 26, 2022
6:00 PM

Virtual Meeting

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

COUNCIL PRESENT (remotely): Mayor Jake Simpson, Councilmembers (CM) Peter Kwon, Mohamed Egal, Takele Gobena (*left at 7:51 p.m. and returned at 7:58 p.m.*), Iris Guzmán, and Erin Sitterley. Excused absent: Deputy Mayor (DM) Senayet Negusse.

STAFF PRESENT (remotely): City Manager Carl Cole, City Attorney Mary Mirante Bartolo, City Clerk Kristina Gregg, Information Systems (IS) Manager Bart Perman, Deputy City Manager (DCM) Gwen Voelpel, Community & Economic Development (CED) Director Evan Maxim, Building Services Manager Mary Kate McGee, Parks, Community Programs and Services (PCPS) Director Lawrence Ellis, Parks Projects & Operations Manager Michael Fitzpatrick, Senior Management Analyst Anita Woodmass, Government Relations & Communications Manager Kyle Moore, Police Chief Jon Mattsen, Police Captain Troy Smithmeyer, Public Works (PW) Administrative Assistant 2 Rebekah "Bekah" Neufeld

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

AGENDA REVIEW:

- A. Virtual Meeting: live streamed on SeaTV Government Access Comcast Channel 21 and the City's website; conference line to listen to the meeting at 206.973.4555.
- B. Public comment opportunities to commenters who signed-up or provided written comments prior to 2 p.m.
- C. The City is aware of technical issues outside of our control that have occurred during recent meetings. If the call-in line drops, please be patient and know that staff is working to get it back up and running, and that the meeting will be paused until that occurs. Thank you for your understanding.

PUBLIC COMMENTS: None

PRESENTATIONS:

Introduction of new City employee: Public Works Administrative Assistant 2 Rebekah "Bekah" Neufeld
City Manager Cole introduced Ms. Neufeld.

2022 State Legislative Session Wrap-Up

Government Relations and Communications Manager Moore introduced Gordon Thomas Honeywell (GTH) Vice President Josh Weiss.

Mr. Weiss provided an overview of the 2022 Legislative Session: short session; adoption of redistricting maps; Democrats held majority in both House of Representatives (57-41) and Senate (28-21); Focused on adopting supplemental operating, capital, and transportation budgets; Transportation Revenue Package – Move Ahead WA; Legislation that was “carry over” from 2021 & new 2022 proposals were considered; Nearly 1,051 bills considered, 309 passed the Legislature.

He also reviewed budgets, outcome of SeaTac Legislative Priorities, other legislative issues, and next steps.

Council discussion ensued regarding legislation and legislators not seeking re-election.

Affordable Housing Week Proclamation.

Mayor Simpson read the proclamation. Housing Development Consortium of Seattle-King County (KC) Advocacy and Mobilization Manager Chad Vaculin was present to accept the proclamation and thanked the Mayor and Council for this proclamation.

Provider Appreciation Day Proclamation.

Mayor Simpson read the proclamation.

PRESENTATIONS (continued):

Asian/Pacific American Heritage Month Proclamation.

CM Kwon read the proclamation.

2021 4th Quarter Presentation / Stats

Police Chief Mattsen reviewed 2022 SeaTac Police Department Goals, Police Department Org Chart, and crime statistics. Motor vehicle thefts and Calls for services have increased.

Captain Smithmeyer reviewed 2022 Washington legislative changes affecting law enforcement.

Chief Mattsen reviewed Crime Prevention Through Environmental Design (CPTED), video camera registry, north City satellite office, and Human Trafficking Emphasis.

Captain Smithmeyer reviewed training, including virtual reality (VR) training.

Council discussion ensued regarding overdoses, CPTED, statistics, law changes, VR training, and new policing model.

Key City Issues and Requests for Direction

City Manager Cole commented on the following items:

- Requested the following referrals. Council concurred:
 - Referral to Administration & Finance (A&F) Committee:
 - Asset disposal list
 - Write-Off Policy
- Grants:
 - Grant Application:
 - Application - KC Sports Grant - \$500,000
 - Tonight's Consent Agenda:
 - KC Waste Reduction & Recycling (WR/R) Grant - \$65,276.
- Calendar

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

CM Gobena left at this point in the meeting.

CM Kwon:

- Puget Sound Regional Council (PSRC) – Regional Transportation Plan;
- South County Area Transportation Board (SCATBd) – KC Metra and Sound Transit presentation regarding new ORCA card, new Rapid line;
- Transportation & Public Works (T&PW) Committee – Great Scrub Down program, Disaster Debris Monitoring and Hauling Contract, Trip Reduction Contract, KC Surface Water Design Manual, PW department update, Lake to Sound Trail, Ribbon cutting

CM Gobena returned to the meeting at this point in the meeting.

CM Gobena: A&F Committee – travel approval, permitting software, Park Operations Workers, Council Request Form (CRF) regarding minimum wage, financial review,

CM Egal:

- Sidewalk Advisory Committee (SAC) - T&PW and SAC review many of the same items which was reviewed the agenda bill summary by CM Kwon,
- Senior Citizen Advisory Committee (SCAC) - Senior program update by City staff
- Planning & Economic Development (PED) Committee: cancelled

CONSENT AGENDA:

Approval of claims vouchers (check no. 133209 - 133310) in the amount of \$913,481.26 for the period ended April 21, 2022.

Approval of payroll vouchers (check no. 56080 - 56089) in the amount of \$12,661.18 for the period ended April 15, 2022.

Approval of payroll electronic fund transfer (check no. 107951 - 108098) in the amount of \$459,531.26 for the period ended April 15, 2022.

Approval of payroll wire transfer in the amount of \$158,257.54 for the period ended April 15, 2022.

Approval of Summary of Grant Acceptance for the King County Waste Reduction & Recycling Grant - \$65,276.

Approval of Council Meeting Minutes:

Parks & Recreation Committee meeting held March 3, 2022

Administration & Finance Committee meeting held March 10, 2022

Transportation & Public Works Committee meeting held April 7, 2022

Regular Council Meeting held April 12, 2022

The following items were reviewed at the April 14, 2022 Administration & Finance Committee meeting and recommended for placement on this Consent Agenda:

Agenda Bill #5947; A Motion authorizing the addition of two full-time, year-round Parks Operations Workers.

Agenda Bill #5955; A Resolution #22-007 authorizing the City Manager to execute an Interlocal Agreement (ILA) with the AWC Trust.

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

MOTION CARRIED UNANIMOUSLY.

ACTION ITEMS:

Agenda Bill #5929; A Motion authorizing the City Manager to enter a contract with the Davenport Group for permitting software replacement.

Summary: The City's permit and land use processes, originally developed in the 1990's, have remained essentially the same through the early 2000's. A new permit tracking system, implemented in 2011, did not represent significant process improvements regarding automation and workflow. As a part of the 2021-2022 budget process, the City Council approved a decision card for \$363,000 to, "Upgrade the existing permit database and management system TRAKiT or replace TRAKiT with a new system if an upgrade is not possible."

The City advertised a Request for Proposals (RFP) for a new permitting system in September 2021. Six proposals were received. A City staff panel selected three semi-finalists and then two finalists from those six vendors. As part of the selection process, vendors hosted demonstrations attended by staff responsible for permit processing, review, and inspections, as well as Information Technology/Geographic Information Systems support for the City. The team recommends the Davenport Group/LAMA software to the City Council.

Even before the COVID-19 pandemic, the industry standard was moving towards paperless (electronic) application submittal, review, and issuance. The software replacement project, supported by a comprehensive staff review of process workflows, provides the foundation for improving public access to development information while also improving staff efficiency. In addition, it represents a major step forward for the City's goal of paperless permitting and the many benefits that result from reducing paper use.

The contract and software upgrade will support the Council-adopted Citywide values and goals:

SERVICE: We deliver timely, effective quality and enduring service to all.

CITY OPERATIONS: Continually review and improve departmental processes and procedures; increase effectiveness and efficiency

ACTION ITEMS (continued):

Agenda Bill #5929 (continued):

The contract and upgraded software will also support the CED Department's goal to:

ENSURE, ENFORCE AND ENABLE: Review applications and plans for compliance with State, City, and other applicable codes to help ensure and enable the community to be safely designed, built and maintained, and that property values are protected.

This project was funded in the 2021-2022 budget at \$363,000 for a system upgrade or replacement. The contract, including tax, at \$296,292, is within the budgeted amount.

This was reviewed by the A&F Committee on April 14, 2022 and recommended for approval.

Building Services Manager McGee reviewed the agenda bill summary.

MOVED BY GOBENA, SECONDED BY KWON TO PASS AGENDA BILL #5929.*

Council discussion ensued regarding committee review and timeline.

*MOTION CARRIED UNANIMOUSLY.

Agenda Bill #5942; A Motion authorizing the City Manager to execute an Interlocal Agreement (ILA) between the cities of Des Moines, Covington, Tukwila and SeaTac for planning, funding, and implementation of the joint Minor Home Repair Program.

Summary: For the last 17 years, the City of Tukwila has administered the KC Community Development Block Grant (CDBG) for the Minor Home Repair Program for the cities of Covington, Des Moines, SeaTac, and Tukwila. Recently, the City of Tukwila asked if the City of SeaTac would be interested in assuming that role. After in-house deliberations, City staff decided to accept those duties and become the lead City.

This ILA between the cities of Covington, Des Moines, SeaTac, and Tukwila provides planning, funding, and implementation for the municipalities' respective Minor Home Repair Programs. The KC Minor Home Repair Program provides repair and maintenance of housing for individuals and families of low and moderate low income and is funded through the CDBG program.

Below are the duties and responsibilities the City of SeaTac will assume as the lead administrator for the ILA:

1. Contract and act as the fiscal and administrative agent with KC for the implementation of a CDBG for a Minor Home Repair Program for the cities of Covington, Des Moines, SeaTac, and Tukwila.
2. Maintain required documentation and prepare required reports for KC consistent with KC's requirements regarding the use of CDBG funds.
3. Maintain accounts and records that accurately reflect transactions for this ILA.
4. Responsible for reimbursing participating cities and submitting required paperwork to KC.
5. Responsible for the implementation of the Minor Home Repair Program within SeaTac in accordance with the terms specified in the Block Grant contract between SeaTac and KC.
6. Review and pay invoices for any services performed in SeaTac pursuant to the ILA.
7. Reimburse cities of Covington, Des Moines and Tukwila on any invoices received.

The ILA does not require SeaTac to administer the residents' applications for funds, contracts with vendors, relations with applicants or any other day-to-day operational duties for the minor home repair programs in Tukwila, Des Moines, and Covington.

The Parks and Recreation (P&R) Committee reviewed this item at its April 7 meeting and recommended approval.

PCPS Director Ellis and Parks Operations and Maintenance Manager Fitzpatrick reviewed the agenda bill summary.

ACTION ITEMS (continued):

Agenda Bill #5942 (continued):

MOVED BY GUZMÁN, SECONDED BY KWON TO PASS AGENDA BILL #5942.*

Council discussion ensued regarding committee review.

*MOTION CARRIED UNANIMOUSLY.

Agenda Bill #5952; A Resolution #22-008 adopting the Urban Design Report for the Airport Station Area Pedestrian Improvement Project.

Summary: In 2021, the City Council appointed a Streetscape and Gateway Ad Hoc Committee to help inform a design aesthetic through the adoption of an Urban Design Report ('the report' hereafter) for the Airport Station Area Pedestrian Improvement Project. The Committee met three times and selected the theme "Celebrates SeaTac" which honors the community's unique blend of industry, technology, and hospitality, and illustrates the natural beauty of the Pacific Northwest.

This theme is reflected in the elements shown in the report and includes key streetscape and urban design elements such as unique lighting, benches, a color palette, rubbish receptacles, art, banners, etc. These elements will help create a clear visual identity for the Airport Station Area, guidance for future projects, as well as providing a safe and inviting experience for all users. The elements reflect the values and priorities shared by the community during the City Center Plan Update Phase 1 Vision Report.

These elements will be incorporated into the design and construction of the Capital Improvement Project.

The City Council held a Council Study Session (CSS) on August 10, 2021, where the draft report was presented for discussion. The Streetscape and Gateway Ad Hoc Committee met on June 2, 2021, June 23, 2021 and July 21, 2021. The T&PW Committee reviewed the draft Urban Design Report and recommended adoption of the report at its meeting on April 7, 2022.

Senior Management Analyst Woodmass reviewed the agenda bill summary.

MOVED BY KWON, SECONDED BY EGAL TO PASS AGENDA BILL #5952 (RESOLUTION #22-008).*

Council discussion ensued regarding committee review and design elements.

*MOTION CARRIED UNANIMOUSLY.

Agenda Bill #5953; An Ordinance #22-1003 authorizing the City Manager to execute a professional services contract with KPG Psomas Inc. in the amount of \$99,623 and amending the City's 2021-2022 Biennial Budget.

Summary: This project is implementing a Decision Card carried forward from the 2017-2018 Budget, into the 2021-2022 Budget. The Decision Card allocated \$50,000 toward the design of Gateway Treatments into the City. The scope of the project has since been expanded and an additional \$49,623 is requested to expand the scope of the project to be inclusive of 'Welcome to SeaTac' city entry gateway treatments and other signage at key locations throughout the City, including: identification signage for internal 'sub area/ district areas', parks, city facilities, city building façades, and directional signs to City-owned facilities. This project will result in the design of a family of signage. Construction will form a second phase of this project.

The purpose of the gateway treatments and supporting family of city facility signage types is to enhance community identity and provide a consistent, highly recognizable design that will become synonymous with the City of SeaTac.

The design effort will be guided by a formal Stakeholder Ad Hoc Committee review process and City-wide engagement, with the support of a consultant and vetted by City staff. The Ad Hoc Committee will review and provide feedback on the general aesthetics of the signage and gateway treatments, ensuring that the proposed signage design(s) reflect the City's desire to provide a clear and consistent community identity. Ultimately this project will be presented to City Council for approval and at a later stage, continue to final design and implementation.

ACTION ITEMS (continued):

Agenda Bill #5953; Ordinance #22-1003 (continued):

The fiscal impact of this contract is \$99,623. The 2021-2022 budget allocates \$50,000 for this work from the Port ILA Fund (#105 Fund). An amendment to the City's 2021-2022 Biennial Budget to authorize expenditures within the Light Rail Station Areas CIP (#308 Fund) in an amount of \$49,623 for this project is requested.

On April 7, 2022, this item was discussed at the T&PW Committee meeting. The Committee voted unanimously to forward the Motion for Council action at the April 26, 2022 Regular Council Meeting (RCM) with a recommendation to approve.

Senior Management Analyst Woodmass reviewed the agenda bill summary.

MOVED BY KWON, SECONDED BY EGAL TO PASS AGENDA BILL #5953 (ORDINANCE #22-1003).*

Council discussion ensued regarding committee review,

*MOTION CARRIED UNANIMOUSLY.

UNFINISHED BUSINESS: None

COUNCIL COMMENTS:

CM Guzmán thanked everyone for tonight's presentations and reminded everyone about the take back drugs event.

CM Kwon commented on the new pump track meeting.

CM Egal commented on the Cinco de Mayo event at Madrona Elementary School.

Mayor Simpson commented on the President's visit and the Mariners.

EXECUTIVE SESSION: None

ADJOURNED:

MAYOR SIMPSON ADJOURNED THE REGULAR MEETING OF THE SEATAC CITY COUNCIL AT 9:11 P.M.

Jake Simpson, Mayor

Kristina Gregg, City Clerk



*CITY OF SEATAC
Affordable Housing Week*

WHEREAS, all people should have access to safe, healthy, and affordable homes within communities that provide opportunity, and

WHEREAS, the US Department of Housing and Urban Development (HUD) defines affordable housing as “as housing on which the occupant is paying no more than 30 percent of gross income for housing costs, including utilities.”; and

WHEREAS, the COVID-19 pandemic has exacerbated many existing financial constraints for low- and moderate-income households; and

WHEREAS, the City of SeaTac recently completed a Housing Action Plan that studied housing needs in the community; and

WHEREAS, City of SeaTac embraces affordable housing with 93 percent of rental units in the City falling into the affordable housing category according to our Housing Action Plan; and

WHEREAS, the City is supporting 1,400 new housing units proposed to be built in the City within the next several years with a significant number of these units being affordable; and

WHEREAS, Seattle-based Redfin just announced SeaTac as the number one spot as the most affordable Seattle suburb to live in; and

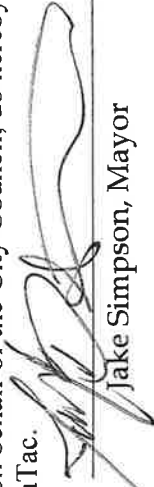
WHEREAS, everyone benefits from affordable housing, including the people who reside in these properties, their neighbors, businesses, employers, and the community as a whole; and

WHEREAS, united to raise public awareness, people, organizations, and communities throughout King County are participating in local Affordable Housing Week activities to elevate the critical need to create healthy communities with ample affordable housing; and

WHEREAS, the City of SeaTac is committed to helping to ensure that our community recovers from the crises at hand, and that all people in SeaTac live with dignity in safe, healthy, and affordable homes.

NOW, THEREFORE, I, Jake Simpson, Mayor of the City of SeaTac, Washington, on behalf of the City Council, do hereby proclaim the week of May 8-14, 2022 as Affordable Housing Week in the City of SeaTac.

Signed this 26th day of April 2022.



Jake Simpson, Mayor

City of SeaTac Proclamation Provider Appreciation Day

WHEREAS, Child Care Aware® of America and other organizations nationwide are recognizing Child Care Providers on this day; and

WHEREAS, over half the children under the age of six nationwide are estimated to spend some time in a nonparental care arrangement on a weekly basis, which provides critical enrichment opportunities and nurtures development for children of all backgrounds and is a vital building block of our state economy; and

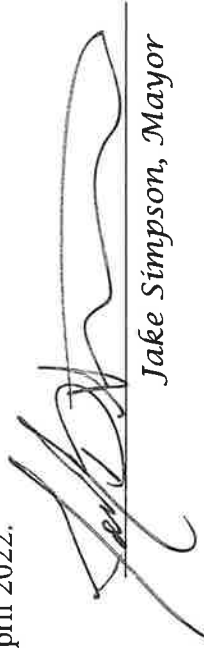
WHEREAS, the COVID-19 pandemic has created tremendous hardship for child care providers and the families of Washington who depend on them, who have continued to meet the needs of families while risking their health and financial stability to remain open; and

WHEREAS, the City of SeaTac recognizes these hardships and has provided much-needed relief to providers to help sustain the viability of childcare by providing human services funding to multiple non-profits for childcare and for training to childcare providers; and

WHEREAS, our future depends on the quality of the early childhood experiences provided to young children today; support for high-quality childcare represents a worthy commitment to our children's future.

Now, therefore, I, Jake Simpson, Mayor of the City of SeaTac, on behalf of the City Council, hereby proclaim May 6, 2022, as Provider Appreciation Day in SeaTac and urge all citizens to recognize Child Care Providers for their important work.

Given under my hand and the seal of the City of SeaTac this 26th day of April 2022.



Jake Simpson, Mayor

City of SeaTac
Asian/Pacific American Heritage Month Proclamation

WHEREAS, Asian and Pacific Islander American Heritage Month is observed during the month of May to recognize the contributions and influence of Asian Americans and Pacific Islander Americans to the history, culture, and achievements of the United States; and

WHEREAS, SeaTac is proud to be home to a large Asian American and Pacific Islander population, as well as the Seike Japanese Garden that contributes greatly to the prosperity and enrichment of our community; and

WHEREAS, according to the most recent Census data, Asian and Pacific Islander Americans constitute nearly 24 percent of the City of SeaTac's population; and

WHEREAS, Asian/Pacific Americans have had a profound impact on the United States and the SeaTac community, which is home to a number of Asian/Pacific Americans who serve as excellent representatives of both the Asian/Pacific American community and the SeaTac community-at-large; and

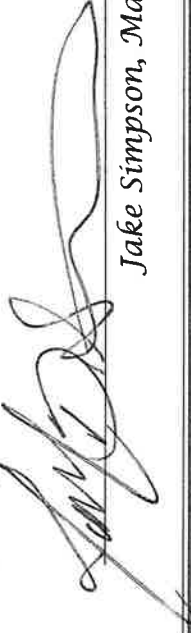
WHEREAS, diversity represents one of our greatest strengths, and by recognizing the contributions and accomplishments of Asian American and Pacific Islander men and women, our City celebrates the importance of inclusion to building a brighter future for all of our citizens; and

WHEREAS, the City is committed to providing comprehensive support to ensure that SeaTac is equitable and welcoming to all people.

NOW, therefore, I, Jake Simpson, Mayor of the City of SeaTac, on behalf of the City Council, do hereby declare May 2022 as Asian/Pacific American Heritage Month and the City of SeaTac celebrates by calling upon SeaTac residents to honor SeaTac's Asian/Pacific Americans and learn more about the history of Asian Americans and Pacific Islanders.

Given under my hand and the seal of the City of SeaTac this 26th day of April 2022.




Jake Simpson, Mayor