

City of SeaTac
Regular Council Meeting Minutes
Virtual Meeting

May 24, 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, 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) Technician Liban Ahmed, Deputy City Manager (DCM) Gwen Voelpel, Public Works (PW) Director William Appleton, PW Program Coordinator Mason Giem, Emergency Management Coordinator Will Lugo, Community & Economic Development (CED) Director Evan Maxim, Planning Manager Jenn Kester, Senior Planner David Tomporowski, Recreation Specialist Ricky Thatsanavongsa, Human Resources Director Mei Barker, Recreation Supervisor Nicole Jones, Finance & Systems Director Gwen Pilo, Government Relations & Communications Manager Kyle Moore, Senior Management Analyst Brion Humenay, Police Chief Jon Mattsen

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.

PUBLIC COMMENTS:

Remote Public Comments –

- Kevin Hope – CM Guzmán travel

Written Public Comments –

- Vicki Lockwood – Council travel procedures
- Karin Ellis – CM Guzmán travel

PRESENTATIONS:

Confirmation of Mayoral Appointment of Damiana O'Connor and Karin Ellis to the Planning Commission and Byron Pihuave to the Hotel/Motel Tax Advisory Committee.

MOVED BY KWON, SECONDED BY EGAL TO CONFIRM THE MAYORAL APPOINTMENT OF DAMIANA O'CONNOR AND KARIN ELLIS TO THE PLANNING COMMISSION AND BYRON PIHUAVE TO THE HOTEL/MOTEL TAX ADVISORY COMMITTEE.*

Council discussion ensued regarding the appointments.

*MOTION CARRIED UNANIMOUSLY.

Introduction of new City Employees: Community & Economic Development Department Administrative Assistant 2 Gillian Sayer / Recreation Specialist Ricky Thatsanavongsa / Public Works Maintenance & Operations Worker David Turpen

City Manager Cole introduced the new employees.

Key City Issues and Requests for Direction

City Manager Cole commented on the following items:

- Requested the following referrals. Council concurred:
 - Referral to June 14, 2022 Regular Council Meeting (RCM) Consent Agenda:
 - Financial Policies
 - Referral to Administration & Finance (A&F) Committee:
 - Reclassification of PT Recreation Leader II positions

PRESENTATIONS (continued):

Key City Issues and Requests for Direction (continued):

- Grants:
 - Application:
 - Port of Seattle (POS) Economic Development (ED) Partnership Grant - \$32,000
- Calendar
 - May 26 – 10 a.m., free lifejacket loaner program kick-off, Angle Lake Park Lifeguard Shack
 - May 30 - Memorial Day Holiday, City facilities closed
- Other items:
 - OPMA emergency proclamation rescinded effective June 1
 - Police Officer Jose Bartolo retiring May 31

Council discussion ensued regarding the South County Area Transportation Board (SCATBd) meeting in person at City Hall, OPMA changes and hybrid meetings, and Jose Bartolo retiring.

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

CM Kwon: Hotel/Motel Tax Advisory Committee (HMAC) – application review process; Transportation & Public Works (T&PW) Committee – SR509 Phase 2, Stormwater Management Action Planning

CM Guzmán: A&F Committee – Amelia Apartments Multi-family Tax Exemption (MFTE), City Center Subarea Plan and Code Update, Request for Qualifications (RFQ) of maintenance facilities, community outreach program, reclassification of IT position, budget amendment, investment report, cancel June 9 meeting,

CONSENT AGENDA:

Approval of claims vouchers (check no. 133393 - 133485) in the amount of \$1,461,077.24 (including \$6,219.82 voided checks) for the period ended May 19, 2022.

Approval of payroll vouchers (check no. 56098 - 56106) in the amount of \$11,883.23 for the period ended May 15, 2022.

Approval of payroll electronic fund transfer (check no. 108248 - 108401) in the amount of \$471,459.97 for the period ended May 15, 2022.

Approval of payroll wire transfer in the amount of \$160,520.79 for the period ended May 15, 2022.

Approval of Council Meeting Minutes:

Administration & Finance Committee meeting held April 14, 2022

Council Study Session held May 10, 2022

Regular Council Meeting held May 10, 2022

Macro Budget Workshop held May 16, 2022

The following item was reviewed at the May 12, 2022 Administration & Finance Committee meeting and recommended for placement on this Consent Agenda:

Agenda Bill #5977; An Ordinance #22-1004 amending the 2021-2022 Biennial Budget.

Agenda Bill #5964; A Motion authorizing the City Manager to enter into a contract with Otak, Inc. for the creation of a subarea plan and development code for the City Center/Airport District.

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

MOTION CARRIED UNANIMOUSLY.

ACTION ITEMS:

Agenda Bill #5643; A Resolution #22-010 adopting the South 200th Street Corridor Study.

Summary: The portion of the South 200th Street corridor under study runs from 26th Avenue South, near the Federal Detention Center and the Angle Lake Light Rail Station, to Military Road South and the southbound Interstate 5 interchange.

ACTION ITEMS (continued):

Agenda Bill #5643; Resolution #22-010 (continued):

The purpose of this study is to determine the highest and best use of the South 200th Street corridor based on both existing policy in the City's Transportation Master Plan, as well as current usage demands and future active transportation (pedestrian and bicycle) demand and land uses adjacent to the corridor. The study also seeks to affirm or refine the design vision laid out for this corridor in the Angle Lake District Station Area Plan, which was adopted by the Council in 2015.

The consultant team and City staff conducted two rounds of public outreach during the study, one in March 2021 and the second in November 2021. Three alternatives were developed for the public to provide feedback on, and refinements were further made to two of the alternatives, which are presented in the report as two distinct "directions" the City could take with regard to the corridor. One reinforces the corridor as a local street, requires less right-of-way (ROW), and conforms to the vision laid out in the Angle Lake Station Area Plan, while the other maintains the corridor as a major vehicular thoroughfare and requires a significant amount of ROW. Both options present trade-offs for the City and its residents.

This study presents options, not recommendations. By adopting this study, the Council will ensure that the City has two studied, vetted, and responsive options to consider implementing on the South 200th Street corridor for the benefit of the City and the traveling public. The City will be prepared to implement a version of one of these options in the future, after the significant projects in this area are complete (SR 509 and FWLE) and their effects on regional and local traffic and travel patterns are known.

If the City were to proceed with design and construction of an infrastructure improvement along the corridor, that will have budget implications at that time.

Committee review:

- On September 3, 2020, this study and the professional services contract was discussed at the T&PW Committee meeting. The committee members voted unanimously (3-0) to present the professional services contract to the Council with a recommendation to approve.
- On March 2, 2021, staff provided a general briefing on the study to the Planning Commission (PC).
- On November 4, 2021, staff provided an update on outreach efforts being undertaken as part of the study to the T&PW Committee.
- On May 5, 2022, the T&PW Committee reviewed the draft final report and voted unanimously (3-0) to forward the draft final report to Council for review, with a recommendation that it be adopted.

Senior Planner Tomporowski introduced Fehr & Peers Principal Kendra Breiland. They reviewed the agenda bill summary.

MOVED BY KWON, SECONDED BY GUZMÁN TO PASS AGENDA BILL #5643 (RESOLUTION #22-010).*

Council discussion ensued regarding committee review, traffic on South 200th Street, and options.

*MOTION CARRIED UNANIMOUSLY.

Agenda Bill #5903; A Motion authorizing the City Manager to execute contracts with DCR Emergency Services LLC and Tetra Tech for disaster debris management services.

Summary: SeaTac does not currently have companies on retainer for debris hauling and debris monitoring in the aftermath of a Federal Emergency Management Agency (FEMA)-declared disaster. Having debris management agreements in place ahead of a large-scale disaster will ensure the City is able to respond and recover quickly.

Per FEMA regulations, two separate companies are needed to properly address debris removal from our ROW to ensure we remain eligible for any FEMA reimbursements. One company is required to collect and haul the debris to an approved location and a second company is required to monitor, weigh, and dispose of the debris after it has entered the temporary debris staging location. FEMA could disapprove reimbursement requests for debris management expenses if this method is not followed by approved contractors and documented appropriately.

ACTION ITEMS (continued):

Agenda Bill #5903 (continued):

The City does not have sufficient staff, equipment nor experience to conduct these operations in a manner that would ensure a quick recovery for our residents and businesses; therefore, establishing an on-call contract for these services, if and when they are needed, is recommended.

With approved vendors under contract, the City will be able to finalize our Disaster Debris Management Plan and be better prepared for a FEMA-declared disaster. These are on-call contracts that will not require any expenditure of funds until/unless the City requests services. Both DRC and Tetra Tech, Inc, as part of these agreements, will provide debris management training for City staff at no cost; this is done to help ensure that when their services are needed, City staff know how to respond and coordinate efficiently and effectively.

There is no cost to the City to enter into these agreements. If and when their services are required, it is expected that the majority if not all of their costs would ultimately be reimbursed through FEMA, provided the triggering event is a federally-declared disaster.

This item was reviewed by the T&PW Committee on April 21, 2022. The Committee voted to move this forward to Council (3-0) with a recommendation to approve.

PW Program Coordinator Giem and Emergency Management Coordinator Lugo reviewed the agenda bill summary.

MOVED BY KWON, SECONDED BY EGAL TO PASS AGENDA BILL #5903.*

Council discussion ensued regarding committee review,

*MOTION CARRIED UNANIMOUSLY.

Agenda Bill #5972; An Ordinance #22-1005 creating the Great SeaTac Scrub Down Program within the Solid Waste Division of Public Works and amending the 2021-2022 Biennial Budget to fund the program.

Summary: Litter and graffiti in the City of SeaTac detracts from the natural beauty of the city, adds environmental pollution and attracts rodents.

At the May 25, 2021, City Council meeting, CMs expressed concern about the amount of litter found on city streets. Staff have taken steps to address the litter problem including assigning additional litter cleanup crews, applying for and receiving litter-related grant funding, relocating streetside litter cans, and starting an Adopt-A-Street program.

However, further actions could be taken to better address the problem. The staff is proposing an annual city-wide clean-up event that will allow the residents of SeaTac to assist the City with litter and graffiti cleanup and build community pride while enjoying food, music and sustainability education afterwards.

Funding is available for this program within the Solid Waste (404) fund. In 2022, the Solid Waste Fund will have an ending balance of nearly \$1 million with annual operating expenses of approximately \$250,000. Therefore, the proposed ongoing program can be easily sustained.

This topic was presented at the T&PW Committee on April 21, 2022. The Committee voted 3-0 to forward this item to Council with a recommendation for approval.

PW Programs Coordinator Giem reviewed the agenda bill summary.

MOVED BY KWON, SECONDED BY EGAL TO PASS AGENDA BILL #5972 (ORDINANCE #22-1005).*

Council discussion ensued regarding committee review,

*MOTION CARRIED UNANIMOUSLY.

ACTION ITEMS (continued):

Agenda Bill #5944; A Motion authorizing the City Manager to enter into an interlocal agreement (ILA) with the City of Federal Way to provide Commute Trip Reduction (CTR) services and assistance.

Summary: The State CTR Law is in place to reduce carbon emissions and traffic congestion on the state's busiest commute routes.

The State CTR Law affects worksites with 100 or more full-time employees who begin their shifts between 6 and 9 a.m. on weekdays in the nine most populous counties in the state. There are 7 companies (13 worksites) subject to CTR requirements within SeaTac. Worksites develop and manage their own programs based on:

- Transportation demand management strategies identified as having the greatest effect on their employees.
- Locally adopted goals for reducing vehicle trips and miles traveled.

Worksites conduct CTR surveys every other year to measure vehicle miles traveled and the transportation mode choices of their employees. The Washington State Department of Transportation (WSDOT) and local jurisdictions use these survey results to report on collective progress toward drive-alone and vehicle miles traveled reduction targets.

The City of SeaTac receives non-competitive CTR grant funding from WSDOT each year; grant funding for 2021 was approximately \$27,000. These funds support implementation of the CTR program and while WSDOT provides both technical and administrative program support, the City has contracted with King County (KC) to support day-to-day CTR activities. However, KC is no longer interested in providing these services. This not only impacts SeaTac, but also many other jurisdictions that have relied on KC's services.

In light of this change and recognizing that the workload being shifted back to SeaTac is significant, PW reached out to neighboring jurisdictions faced with the same problem to discuss options. In doing so, SeaTac identified the City of Federal Way as a willing partner to assist us with our CTR program. Federal Way is able to do this because they have recently hired a full-time position to address this workload within their City and the position has the capacity to take on additional workload from SeaTac.

PW has determined that the City of Federal Way has the staff and the experience to effectively provide the same or better level of CTR-related service that KC has provided to SeaTac in the past. The cost to perform these services for SeaTac will be offset by CTR grant funding that SeaTac receives.

CTR grant funding is available and budgeted to pay for the total cost associated with this agreement of \$33,333.33. This amount includes: a one-time startup cost of \$3,000, a prorated quarterly cost of \$2,333.33, and an ongoing quarterly cost of \$7,000 over four quarters.

This item was reviewed by the T&PW Committee on April 21, 2022. The Committee recommended that the item be forwarded to full Council for approval.

PW Director Appleton reviewed the agenda bill summary.

MOVED BY KWON, SECONDED BY EGAL TO PASS AGENDA BILL #5944.*

Council discussion ensued regarding committee review.

*MOTION CARRIED UNANIMOUSLY.

UNFINISHED BUSINESS: None

COUNCIL COMMENTS:

CM Egal expressed his gratitude for the City's employees.

CM Guzmán addressed public comments regarding travel concerns and diversity.

CM Sitterley thanked retiring officer Jose Bartolo for his service.

COUNCIL COMMENTS (continued):

CM Kwon commented on the June 4 Plant Sale.

Mayor Simpson commented on the mass shooting at an elementary school in Texas.

EXECUTIVE SESSION: None

ADJOURNED:

MAYOR SIMPSON ADJOURNED THE REGULAR MEETING OF THE SEATAC CITY COUNCIL AT 7:56 P.M.



Jake Simpson, Mayor



Kristina Gregg, City Clerk