

City of SeaTac

Special Council Study Session Minutes Synopsis

August 8, 2023
5:00 PM

City Hall
Council Chambers

CALL TO ORDER: Mayor Jake Simpson called the SeaTac City Council Study Session (CSS) to order at 5:00 p.m.

COUNCIL PRESENT (in-person): Mayor Jake Simpson, Deputy Mayor (DM) Senayet Negusse, Councilmembers (CMs) Mohamed Egal and Iris Guzmán; **(remote):** CMs Peter Kwon, Takele Gobena, and Erin Sitterley.

STAFF PRESENT (in-person): City Manager Carl Cole, City Attorney Mary Mirante Bartolo, City Clerk Kristina Gregg, Multimedia Video Specialist David Inman, Senior Information Systems Technician Liban Ahmed, Finance & Systems Director Gwen Pilo; **(remote):** Deputy City Manager (DCM) Gwen Voelpel, Community & Economic Development (CED) Director Evan Maxim, Public Works (PW) Director Willaim Appleton

AGENDA REVIEW: Hybrid Meeting: Broadcast on SeaTV Government Access Comcast Channel 21, Live-streamed on the City's website <https://www.seatacwa.gov/seatvlive>, in-person and remote options for public participation.

PUBLIC COMMENTS: Earl Gipson – new City Hall

AGENDA BILLS: (These items are for discussion only. Most Agenda Bills will be referred to a future Council meeting for action.)

Agenda Bill #6288; A Resolution authorizing the City Manager to site, design and construct a Civic Campus inclusive of a New City Hall and hire both additional staff and consulting services to support the project.

Summary: An evaluation of City Hall in 2021 by ARC Architects identified more than \$74 million in necessary upgrades to major systems and seismic retrofitting of the 44-year-old building. In August 2022, the Council expressed support for proceeding with development of a new City Hall instead of renovating the existing building. At that same Council Study Session (CSS), some CMs expressed a preference for a Civic Campus including a City Hall but no formal action was taken. Subsequently, the City Council approved a \$300,000 decision card for the 2023-2024 budget to fund a study to define the cost, process and options for a new Civic Campus with City Hall.

Staff is requesting the Council adopt a Resolution directing the City Manager to pursue a Civic Campus with City Hall to formalize that direction. This will launch the process to begin selecting at least two sites of an appropriate size for a campus (3+ acres). Staff will share those sites and the criteria used to winnow down siting options with the Council in an open public meeting and seek Council approval to take out options on two properties while the City conducts due diligence (environmental issues, infrastructure availability, etc.). Upon receipt of that analysis, staff will recommend one site to City Council to begin negotiation of a Purchase and Sale Agreement.

Concurrent with the site evaluation process, staff request authority to let a Request for Qualifications for an owner's representative. The owner's representative is a consultant or consultant team with expertise in site acquisition, due diligence, and construction from concept to completion. Because they are under contract and not on staff, they will be engaged only as needed for their expertise (usually charged hourly).

Following Council's approval of a contract with the owner's representative firm, staff request Council authority to hire an on-staff project manager to serve a limited term. This would be an exempt position with an estimated life span of five to seven years.

There are numerous steps to follow for this multi-year development project; however, the combination of this authorizing Resolution and direction to proceed with a contract for an owner's representative and hiring a limited-term project manager will successfully launch the effort.

The 2023-2024 budget includes \$300,000 for this project in the Facility Construction CIP Fund (#306). This amount should be sufficient to fund the contract for the owner's representative and the salary for the project manager through 2024. A future decision card will request additional funds as needed.

This Resolution and request for direction has not been reviewed at committee. The ARC Architects study of City Hall and the Maintenance Facility were previously reviewed by the Administration & Finance (A&F) Committee in July 2021.

AGENDA BILL (continued):

Agenda Bill #6288 (continued):

City Manager Cole reviewed the agenda bill summary.

Council discussion ensued regarding the project, including project manager position and costs.

Council consensus / direction: Refer to the September 12, 2023 Regular Council Meeting Consent Agenda

EXECUTIVE SESSION: None

ADJOURNED: MAYOR SIMPSON ADJOURNED THE MEETING AT 5:36 P.M.