

City of SeaTac

Council Retreat Minutes

February 10, 2024 (Saturday)
9:00 AM - 4:00 PM

Cedarbrook
18525 36th Ave S, SeaTac, WA 98188

CALL TO ORDER: Mayor Mohamed Egal called to order the SeaTac City Council Retreat at 9:04 a.m.

COUNCIL PRESENT (in-person): Mayor Mohamed Egal, Deputy Mayor (DM) Iris Guzmán, Councilmembers (CMs) Senayet Negusse, Peter Kwon, James W. Lovell, and Joe Vinson. Excused absent: CM Jake Simpson

STAFF PRESENT (in-person): City Manager Carl Cole, City Attorney Mary Mirante Bartolo, City Clerk Kristina Gregg, Deputy City Manager (DCM) Gwen Voelpel, Finance Director Gwen Pilo, Information Systems (IS) Director Bart Perman, Community and Economic Development (CED) Director Evan Maxim, Police Chief Troy Smithmeyer, Public Works (PW) Director William Appleton, Parks & Recreation (P&R) Director Mary Tuttle, Human Resources (HR) Director Mei Barker, Executive Assistant Lesa Ellis, Government Relations & Communications Manager Kyle Moore

WELCOME: Mayor Egal and City Manager Cole welcomed everyone, and Facilitator Amy Leneker reviewed the agenda and plan for the day.

GROUP CHECK IN: Facilitator Leneker guided an exercise to build connection and create a shared purpose.

COUNCIL STANDARDS OF CONDUCT: Facilitator Leneker lead a discussion about the existing standards of conduct. The Council suggested revisions and enforcement options and referred this item to a future Council Study Session (CSS) as part of the Administrative Procedures revisions.

RECESSED/RECONVENED: Mayor Egal recessed the meeting at 10:23 a.m. until 10:38 a.m.

ROLE CLARITY: City Manager Cole clarified the role of the City Manager and Council. The Council decides what and why. The City Manager decides how to implement the Council's policies.

Council reviewed examples of the process.

ADMINISTRATIVE PROCESSES: City Manager Cole reviewed the following items with Council discussion:

- Council committees and study sessions – future conversation about committee structure vs. CSS
- City Council Administrative Procedures – Council to provide suggested revisions to City Clerk Gregg and City Manager Cole
- Open Public Meetings Act (OPMA) - reminder about the policy, executive sessions, serial meetings, and consequences
- Other – Agenda Bill process
- Port of Seattle (POS) Interlocal Agreement (ILA) – the ILA states how the City deals with disputes with POS, also provides for JAC (Joint Advisory Committee)

PLUS/DELTA OF MORNING: Facilitator Leneker and Council reviewed the morning.

RECESSED/RECONVENED FOR LUNCH: Mayor Egal recessed the meeting at 12:12 p.m. until 1:02 p.m.

PRIORITIES – INDIVIDUAL: Each CM reviewed their individual priorities. Common themes were public safety, human services, land use, and housing.

BUDGET PROCESS / WORK PLAN / Q&A: City Manager Cole reviewed the budget process, including the 2025-2026 Budget Development Calendar. The budget is the City's work plan.

Finance Director Pilo commented on the City's Financial Policies. She stated the Macro Budget Workshop will provide an outlook for the next two years, this year's ending budget, financial policies, and goals of the Council.

Staff will send out policies to the Council before the workshop.

PRIORITIES – COUNCIL: Facilitator Leneker led an exercise where the Council and staff worked together to develop priorities.

RECESSED/RECONVENED: Mayor Egal recessed the meeting from 2:09 p.m. until 2:27 p.m.

PRIORITIES – COUNCIL (continued):

The top priorities were:

1. Public Safety
2. Human Services
3. Code Compliance
4. Community Engagement strategy and approach (increasing access, getting input, intentional, going to them); connected resources
5. Infrastructure
6. Economic Development
7. Parks

RECESSED/RECONVENED: Mayor Egal recessed the meeting from 2:55 p.m. until 3:03 p.m.

VALUES EXERCISE: Facilitator Leneker lead the Council and staff through a values exercise where each CM determined their top 5 values.

RECAP OF ACTION ITEMS AND COMMITMENTS: Facilitator Leneker reviewed the action items and commitments from today’s meeting:

- Administrative Procedures, to be addressed at a future CSS
 - Standards of Conduct revisions
 - “snapshot view” for CMs, Staff, and public
 - CRF revisions
- Provide financial policies to Council before Macro Budget Workshop

PLUS/DELTA OF THE DAY: Facilitator Leneker reviewed the day.

CLOSING REMARKS: City Manager Cole and Mayor Egal thanked everyone for today.

ADJOURNED: Mayor Egal adjourned the Council Retreat at 3:51 p.m.