



City of SeaTac

Council Study Session Agenda

February 14, 2012
4:00 PM

City Hall
Council Chambers

CALL TO ORDER:

1. **Agenda Bill #3391 – A Motion affirming the current State Purchasing Interlocal Agreement, and approving a new amendment (5 minutes)**
By: Interim Finance Director Joyce Papke
2. **PRESENTATIONS:**
 - **SeaTac Municipal Court proposal to increase and improve Probation Services by contracting with Tukwila Municipal Court (20 minutes)**
By: Judge Elizabeth Bejarano / Court Administrator Paulette Revoir / Tukwila Municipal Court Judge Kimberly Walden
 - **Animal Services (10 minutes)**
By: Police Chief Jim Graddon / Administrative Captain Annette Louie / Program Manager Soraya Lowry
 - **Introduction to Access to Corner Stores (20 minutes)**
By: Community & Economic Development Director Cindy Baker / Senior Planner Kate Kaehny
 - **Affordable Housing (15 minutes)**
By: Community & Economic Development Director Cindy Baker / Senior Planner Mike Scarey
 - **Library Advisory Committee Mission statement (5 minutes)**
By: Vice Chair Harlan Feinstein

ADJOURN:

EXECUTIVE SESSION:

(Note: The Regular Council Meeting will commence at 6:00 p.m., following this Council Study Session.)



City of SeaTac

Regular Council Meeting Agenda

February 14, 2012

6:00 PM

City Hall
Council Chambers

(Note: The agenda numbering is continued from the Council Study Session.)

CALL TO ORDER:

ROLL CALL:

FLAG SALUTE:

PUBLIC COMMENTS: (Speakers must sign up prior to the meeting. Individual comments shall be limited to three minutes. A representative speaking for a group of four or more persons in attendance shall be limited to ten minutes. When recognized by the Mayor or his designee, walk to the podium, state and spell your name, and give your address [optional] for the record.)

3. PRESENTATIONS:

- **Highline SeaTac Botanical Garden Update (5 minutes)**

By: Foundation Representative Wendy Morgan

- **Highline Community Coalition (10 minutes)**

By: Des Moines Deputy Mayor Matt Pina / Burien Deputy Mayor Rose Clark / Normandy Park Councilmember Shawn McEvoy

- **Bristol-Myers Squib Foundation Grant to Valley Cities Counseling for services at SCORE (South Correctional Entity) (15 minutes)**

By: Valley Cities Counseling & Consultation CEO Ken Taylor / SCORE Jail Executive Director Penny Bartley

- **Allied Waste Services – Enhanced Service Options for SeaTac (20 minutes)**

By: Resource Conservation / Neighborhood Programs Coordinator Trudy Olson / Allied Waste Services Municipal Services Manager Don Frey / Republic Services West Region Director of Municipal Services Johnnie Perkins

- **Council consideration of Mayoral appointment of Joe Adamack to the Planning Commission (5 minutes) (Scheduled for Council confirmation at the 2/28 Regular Council Meeting)**

By: Deputy Mayor Mia Gregerson

4. DISCUSSION ITEM:

- **Summary of \$5,000 - \$35,000 Purchase Requests for the period ended February 7, 2012 (5 minutes)**

By: City Manager Todd Cutts

AGENDA BILL PRESENTATIONS:

5. Agenda Bill #3394 – A Motion authorizing the City Manager to execute a lease option with Verizon Wireless for cell tower space on City Hall (5 minutes)

By: Parks & Recreation Director Kit Ledbetter

6. Agenda Bill #3391 – A Motion affirming the current State Purchasing Interlocal Agreement, and approving a new amendment (5 minutes)

By: Interim Finance Director Joyce Papke

7. Agenda Bill #3400 – A Resolution amending the City Council Administrative Procedures regarding Format for Agendas for Council Meetings and Speaking Procedures (15 minutes)

By: City Manager Todd Cutts / City Attorney Mary Mirante Bartolo

8. Agenda Bill #3404 - A Resolution encouraging City Councilmembers to write trip reports after traveling on City business (10 minutes)

By: Councilmember Pam Fernald

9. CONSENT AGENDA:

- **Approval of claims vouchers** (check nos. 96937 – 97083) in the amount of \$1,150,961.39 for the period ended January 23, 2012.
- **Approval of claims vouchers** (check nos. 97084 – 97202) in the amount of \$235,349.88 for the period ended January 31, 2012.
- **Approval of payroll vouchers** (check nos. 50394 – 50418) in the amount of \$416,789.85 for the period ended January 31, 2012.
- **Approval of payroll electronic fund transfers** (check nos. 71366 – 71546) in the amount of \$368,750.00 for the period ended January 31, 2012.
- **Approval of payroll wire transfer** (Medicare and Federal Withholding Tax) in the amount of \$74,732.25 for the period ended January 31, 2012.
- **Summary of \$5,000 - \$35,000 Purchase Requests** for the period ended February 7, 2012.

Approval of Council Meeting Minutes:

- **Budget Workshop 1** held October 7, 2011.
- **Budget Workshop 2** held October 14, 2011.
- **Regular Council Meeting** held November 22, 2011.
- **Administration & Finance Committee Meeting** held January 10, 2012.
- **Regular Council Meeting** held January 10, 2012.

Agenda Items reviewed at the January 25, 2012 Council Study Session and recommended for placement on this Consent Agenda:

Agenda Bill #3388; Motion authorizing the City Manager to execute a Waste Reduction/Recycling Grant Program Agreement with the King County Solid Waste Division and authorizing the City Manager to execute all agreements related to said grant

Agenda Bill #3397; Motion authorizing the City Manager to execute an Interagency Data Sharing Agreement with the State of Washington Department of Transportation

Agenda Items reviewed under Agenda Bill Presentations will be considered for placement on this Consent Agenda. *Please refer to the items in the Council packet, if necessary.*

UNFINISHED BUSINESS:

NEW BUSINESS:

CITY MANAGER'S COMMENTS:

COUNCIL COMMENTS:

EXECUTIVE SESSION:

ADJOURN:

SeaTac City Council
REQUEST FOR COUNCIL ACTION

Department Prepared by: Finance

Agenda Bill #: 3391

TITLE: Affirming the Current State Purchasing ILA, and Approving a New Amendment

January 26, 2012

Ordinance Resolution Motion Info. Only Other

Date Council Action Requested: RCM 02/14/2012

Ord/Res Exhibits: _____

Review Dates: 02/14/12 CSS

Prepared By: Joyce Papke, Interim Finance and Systems Director

Director: _____

City Attorney: _____

Finance: _____

BARS #: _____

City Manager: _____

Applicable Fund Name: General Fund

Mary Mianche Barrows mR

SUMMARY: Administration seeks a motion affirming the most recent Interlocal Agreement (ILA) with the State of Washington, previously entered into to provide advantages, including economies of scale, in the purchase of large items. In addition, the motion should also approve the proposed amendment, which extends the term of the agreement through 2012 and agrees to the assignment of the agreement from the State Department of General Administration (GA) to the State Department of Enterprise Services (DES).

DISCUSSION / ANALYSIS / ISSUES: For many years, the City has been a member of the State Purchasing Cooperative. Through this membership, the City purchases vehicles, equipment, software, copier leases, etc., at significantly reduced pricing. In recent years, the City has paid between \$2,000 and \$4,000 in annual membership fees, for all services and privileges afforded through this cooperative relationship. Because the contract membership fee is under the current \$5,000 threshold, the City Finance Director has signed the agreement in the past and authorized payment of the annual membership fee accordingly.

This relationship continues to serve the City well in all respects. Because this is, in effect, an interlocal agreement, current staff believes it technically should come before the City Council, even though the annual membership fee for 2012 is only \$2,000. Therefore, staff recommends a motion affirming the most recent agreement and approving the proposed amendment to that agreement.

The proposed amendment extends the term of the most recent agreement to the end of 2012. It also designates the City's current annual fee as \$2,000. Further, the amendment acknowledges the recent move of the State Purchasing Cooperative from GA to DES.

RECOMMENDATION(S): Staff recommends a motion affirming the most recent agreement with the State Purchasing Cooperative and approving the proposed amendment to that agreement.

FISCAL IMPACT: Council approval and a \$2,000 annual membership fee will allow the City to continue to take advantage of substantial cost savings for major purchases throughout the year. The \$2,000 fee is in the 2012 Adopted Budget.

ALTERNATIVE(S): 1. Do not affirm the most recent agreement with the State Purchasing Cooperative, nor approve the associated amendment, and instead instruct staff to make major purchases by other means.