

## **Saturday, February 25, 2012**

**Reconvened:** Council reconvened at 9:06 a.m.

**Council Present:** Mayor Tony Anderson, DM Mia Gregerson (*arrived at 9:25 a.m.*), CMs Barry Ladenburg, Rick Forschler (*left at 1:21 p.m., returned at 1:49 p.m.*), Terry Anderson, Dave Bush, and Pam Fernald.

**Administrative Staff Present:** City Manager Todd Cutts, City Attorney Mary Mirante Bartolo, City Clerk Kristina Gregg, Community & Economic Development (CED) Director Cindy Baker, Economic Development (ED) Manager Jeff Robinson, Building Services Manager Gary Schenk, Senior Planner Mike Scarey, Senior Planner Kate Kaehny, City Engineer Susan Sanderson, Police Chief Jim Graddon and Fire Chief Jim Schneider.

### **Position Vacancy Review Board (PVRB)**

City Manager Cutts briefed Council on the background of the PVRB. He reviewed the current practice, including Administration & Finance (A&F) Committee review. There is no longer an A&F Committee to review vacancies. He requested that the Council reconsider the need for this level of oversight for filling positions. He stated that the internal process will continue no matter what Council's decision is today.

Council discussion ensued regarding the current and proposed processes. Many CMs were of the opinion that it is the City Manager's job to hire positions. These positions are already budgeted. If an additional position and/or funding is needed, Council action would be required. Council felt that to some degree the Council should be involved with the Director positions.

*DM Gregerson arrived at this point in the meeting.*

Mr. Cutts clarified that no formal Council action was taken to implement the current process, so only Council concurrence is needed to revise the practice.

**Action:** City Manager to change his practice to remove Council (A&F Committee) approval.

### **City Purchasing System-City Manager Approval Level**

City Manager Cutts stated that the current purchasing code provides the City Manager, or designee, the authority to sign contracts or make purchases up to \$5,000. He requested this authority be increased to \$50,000. Council will have already approved the money in the budget. Requests for additional funding will be brought to Council. Anything above \$50,000 will come before Council as an agenda bill.

He reviewed other cities current processes and stated that if Council concurs with this change, the Purchasing Code would need to be amended by Ordinance.

Council discussion ensued regarding the dollar amounts. Council concurred 6-1 with these changes.

**Action:** Staff to prepare an Agenda Bill to revise the Purchasing Code to be presented at a future CSS.

### **Update on 2012 Council Goals**

CED Director Baker stated that this presentation is to update Council as to where staff is with the goals set by Council for 2012.

1. To promote ED to attract and retain businesses and jobs while maintaining reasonable laws and regulations.

ED Manager Robinson reviewed the current ED Strategies: (1) Real Estate Development – South 200<sup>th</sup> and 176<sup>th</sup> Streets Station Areas, POS Property, Private Property; (2) Business Recruitment & Retention – tracking property and business development opportunities in SeaTac market, businesses; (3) Image & Communications – implementing new regional business attraction program and outreach strategy through Southwest King County Economic Development Initiative (SKCEDI), and two articles on ED activities and success stories for national real estate and trade publications; (4) Communications – strategic economic planning, and website features; (5) Tourism Promotion – Southside Seattle Tourism Promotion Area and Tourism Development Authority, additional way-finding signage to the Visitors Center, and multi-sports facility market and feasibility study; and (6) Property Management – negotiated/finalized 8,900 square foot (sq. ft.) lease in the SeaTac Center, solved several parking issues at SeaTac Center, recruiting two additional businesses to the SeaTac Center.

Council discussion ensued regarding this goal.

Mr. Robinson requested Council be willing to talk to businesses that are ready to leave the City.

**Action:** Staff shall continue to pursue the ED strategy as outlined.

**Recessed:** Council recessed for a break from 10:32 to 10:41 a.m.

**Update on 2012 Council Goals (Continued):**

2. To enhance Code Compliance within all Neighborhoods.

Building Services Manager Schenk provided the background for this goal.

Ms. Baker stated that the biggest question Council needs to consider is how aggressive they want staff to be.

Ms. Baker discussed the implementation steps: (1) hire staff, (2) create Code Compliance “Action Team”, and (3) work with the Legal Department.

Council discussion ensued regarding the proposed Code Compliance Position.

Ms. Baker reviewed the current infraction process.

Based on Council discussion, Mr. Cutts clarified that a budget amendment would be required to hire a Program Manager instead of a Code Compliance Officer, which will be brought forward to a CSS.

**Action:** Staff to prepare an agenda bill for a budget amendment to hire a Program Manager.

3. Move forward with the South 154<sup>th</sup> Street light rail development to establish a clear focus and attract ideas from developers.

Mr. Robinson provided an ED Update for the South 154<sup>th</sup> Street Station area, including market conditions. Staff is requesting Council direction on preferred housing types in that area.

Council discussion ensued regarding various types of housing: senior housing, multi-use, reserving a single-family feeling in neighborhood. A suggestion was made to have a workshop for developers to present to Council visual options. Mr. Cutts stated that one service the Urban Land Institute provides is an option for a one or two day session which includes providing a product.

Mr. Robinson stated that the initial developers indicated that by having residential development go in first, it creates an incentive for people to live near the light rail. More residential density drives development. He questioned whether Council would like apartments in this area. Council concurred to consider apartments.

Mr. Robinson reviewed additional accomplishments: selected a Riverton Heights development consultant to refine and implement the detailed park plan to be implemented in phases, analyzed potential opportunities for additional land assemblage, and continued discussions with the POS regarding the L-shaped and other properties in the area.

Chief Graddon reviewed the safety and security aspects: meeting with business community leaders to open lines of communication, problem-solving with business complex at South 152<sup>nd</sup> Street / Military Road, and emphasis patrols along the Military Road related to parking and commercial vehicle enforcement.

4. To establish a plan for infrastructure costs relating to the vision of both 154<sup>th</sup> and 200<sup>th</sup> streets stations. Tie both to transportation to SR 509-lightrail-airport.

City Engineer Susan Sanderson reviewed the projects included in the 2012-2017 Capital Improvement Program (CIP) related to this goal:

South 154<sup>th</sup> Street Station Area:

Military Road – Staff would like to begin communicating with adjacent property owners about the opportunities provided by the project and advise them about what to expect as the project goes forward. This is all contingent on whether there’s enough funding for the project. If the City does initiate design work, a designer would be selected, a contract negotiated, and then Council approval requested.

The rest of the projects in the South 154<sup>th</sup> Street Station Area are considered physical improvements. Staff will develop a plan to fund and design those programs in conjunction with redevelopment of the area and will be working with CED as redevelopment opportunities arise.

South 200<sup>th</sup> Street Station area:

The major project is connecting 28<sup>th</sup>/24<sup>th</sup> Extension from South 202<sup>nd</sup> to 208<sup>th</sup> Streets. Staff applied in 2011 for a grant and was recommended for a \$2.5 million grant; still waiting for approval. Staff will need to confirm whether there is enough funding to move forward if the City is only awarded the \$2.5 million grant. If funding becomes available, a consultant would be selected and then Council approval of the consultant agreement requested.

**Update on 2012 Council Goals (Continued):**

4. To establish a plan for infrastructure costs relating to the vision of both 154<sup>th</sup> and 200<sup>th</sup> streets stations. Tie both to transportation to SR 509-lighttrail-airport. (Continued):

Ms. Sanderson detailed other significant infrastructure improvements that would be made by Sound Transit as part of their light rail station extension to South 200<sup>th</sup> Street, including: sidewalk project at South 204<sup>th</sup> Street from 30<sup>th</sup> to 32<sup>nd</sup> Avenues South, bike trail connection from the station to the Des Moines Creek Trail, bike lanes on South 200<sup>th</sup> Street between International Boulevard (IB) and 26<sup>th</sup> Avenue South, and pedestrian facilities along the station frontage.

She reviewed upcoming grant opportunities. Council concurred with staff pursuing these grants.

**Action:** Staff to pursue potential grant opportunities.

5. To assist, expedite, and facilitate the design and continuance of light rail south to South 200<sup>th</sup> Street.

Mr. Cutts reviewed some of the challenges of this project: accelerated timeframe, and design-built process. In order to overcome these challenges, it is critical for the City to focus on communication and collaboration with Sound Transit.

He reviewed the City's work plan for the project: negotiating the Development Agreement (DA), establishing the policy framework for the project, identifying major project impacts and mitigation, and providing funding for staff time that will be spent in excess of what's covered by the permit fees for the light rail project.

He stated that the current focus is on negotiating the DA. He reviewed the following elements: parking management strategy, mitigate traffic impacts, multi-modal access, encourage redevelopment, station design, and public restrooms.

Mr. Cutts stated that staff is seeking direction on whether to partner with Sound Transit for operating and maintenance, which is estimated at about \$48,000 per year: (1) Sound Transit builds and provides operating and maintenances, or (2) Sound Transit builds and SeaTac provides operating and maintenance. Council discussion ensued regarding the restrooms.

Mayor A. Anderson stopped the discussion on the 2012 Goals to accommodate the presenters for the following presentation.

**Library Advisory Committee Mission Statement**

City Clerk Gregg provided background on the need for a revised purpose. If Council concurs with the revised mission or an amended version, staff will present an agenda bill for Council action at a future Council meeting.

Library Advisory Committee Vice Chair Harlan Feinstein stated that based on comments received by a few CMs, a few revisions were made to the draft that was presented at the February 14 CSS.

Council discussion ensued regarding the proposed statement. Mr. Feinstein, Valley View, Foster, Tukwila and Skyway Libraries Manager John Sheller, and Valley View Library Friends of the Library Treasurer Taryn Hill clarified sections of the mission.

Mr. Sheller stated that the committee is a bridge between the City Council, residents of the City, and the library. The committee's mission should reflect their attempt to be that bridge. Revitalizing the committee coincides with the King County Library System's (KCLS) initiative to encourage more civic engagement in all of the communities it serves.

Suggestions were made to include the following: advocate for achieving the goals set forth by the KCLS with the City, add a statement about education to "facilitate community dialogue", and partner with the Highline School District (HSD).

**Action:** Staff to prepare an agenda bill to present the revised mission statement to Council for approval at a future Council meeting.

*CM Forschler left at this point in the meeting.*

**Recessed:** Council recessed for a break from 1:21 to 1:31 p.m.

**Update on 2012 Council Goals (Continued):**

5. To assist, expedite, and facilitate the design and continuance of light rail south to South 200<sup>th</sup> Street.  
(Continued):

Mr. Cutts clarified the questions still needing to be answered:

- (1) Is Council interested in Sound Transit building restrooms absent retail? Council concurred 5-2.
- (2) Should staff negotiate operating and maintenance costs? Council unanimously concurred.

Staff is also negotiating reimbursement for staff time, and conditional use permit (CUP).

It is anticipated that the DA will be executed in Spring 2012, design-build contract awarded in Fall 2012, and construction started in Spring 2013 and completed in Fall 2016.

*CM Forschler returned at this point in the meeting.*

**Action:** Staff to continue negotiating the DA to include public restrooms with operating and maintenance costs.

**Major Comprehensive Plan (CP) Update**

CED Director Baker stated that no direction is being requested today. This is an update only. She explained how SeaTac's CP fits into the bigger picture. SeaTac must comply with Washington Growth Management Act (GMA) and the King County (KC) Countywide Planning Policies (CPP). If the City doesn't comply, it could be sanctioned and not receive grants.

SeaTac's current CP meets all requirements; however, some new chapters will be developed to meet GMA requirements.

The GMA requires an update every seven years. A fully updated plan is due December 1, 2014 to update the CP. There is so much lead time because there is a lot to do.

There are at least three significant new GMA policies that the City's CP will have to address: (1) green house gas emissions, (2) vehicle miles traveled; and (3) climate change.

2012 will be used to lay the foundation; develop scope of work and create a schedule to meet the deadline. Also in 2012, staff will review the current format, and review and incorporate growth targets, growth forecasts, 2040 update, and census data.

She also reviewed the schedule for 2013 and 2014.

**Action:** N/A

**Recessed:** Council recessed for a break from 2:40 to 2:49 p.m.

**Communities Putting Prevention to Work (CPPW) Update**

Senior Planner Kaehny stated that this is the last major portion of the CPPW grant. Today's objective is to get Council direction on proposed policies and codes that encourage access to healthy food.

This presentation continues the discussion that began at the February 14 CSS.

The University of Washington (UW) provided their set of policy/code recommendations for the City to pursue. They identified policies under the following categories: healthy food retail, community gardens, farmers markets, and improving physical access to sources of healthy food. She noted that some of the work on improving access to healthy food was done through the Safe and Complete Streets Plan which was endorsed by the City Council.

She briefed on the questionnaire findings. The purpose of the questionnaire was to get a sampling of opinions. It was not a scientific survey.

She stated that while current City policies and codes have general language, they lack specific language directly supporting access to sources of healthy food.

**Communities Putting Prevention to Work (CPPW) Update (Continued):**

Ms. Kaehny presented the following proposed policies and asked, in concept, if the Council is supportive of moving each proposal forward for consideration at the March 13 Regular Council Meeting (RCM):

Policy	Council interest
<b>Support healthy food retailers near residential</b>	
Economic Vitality Element	Yes
Land Use Element	Yes
<b>Support healthy food retailers near residential</b>	
Mobile Farmers' Markets	Yes
Temporary Mini-Grocery Stores	Yes, replacing shipping containers with modular stores

Due to time limitations, Mayor A. Anderson suggested the discussion be continued at the February 28 CSS.

**Action:** Staff to continue discussion at the February 28 CSS for Council action at the March 13 RCM.

**Adjourn:** The SeaTac City Council Retreat adjourned at 3:42 p.m.