

City of SeaTac

Council Study Session Minutes Synopsis

February 25, 2014
4:00 PM

City Hall
Council Chambers

CALL TO ORDER: The SeaTac City Council Study Session (CSS) was called to order by Mayor Mia Gregerson at 4:00 p.m.

COUNCIL PRESENT: Mayor Mia Gregerson, Deputy Mayor (DM) Anthony (Tony) Anderson (*participated by phone*), Councilmembers (CMs) Barry Ladenburg (*arrived at 4:26 p.m.*), Kathryn Campbell, Terry Anderson, Dave Bush, and Pam Fernald.

STAFF PRESENT: City Manager Todd Cutts, Senior Assistant City Attorney Mark Johnsen, City Clerk Kristina Gregg, Assistant City Manager (ACM) Gwen Voelpel, Community & Economic Development (CED) Director Joe Scorcio, Economic Development (ED) Manager Jeff Robinson, Public Works (PW) Director Tom Gut, City Engineer Susan Sanderson, Assistant City Engineer Florendo Cabudol, Human Resources (HR) Director Anh Hoang, Police Chief Lisa Mulligan, and Executive Assistant Karen Spencer.

PUBLIC COMMENTS (related to the agenda items listed below): There were no public comments.

Agenda Bill #3587; A Resolution waiving the competitive bidding requirement due to special market conditions and authorizing the purchase of fill material and expenditure for the Connecting 28th/24th Avenue South project

Summary: A significant volume of fill is necessary to build the Connecting 28th/24th Avenue South project. Construction on a non-City project located within 2.5 miles is scheduled to start within a month. This project will require a significant amount of soil excavation and is expected to generate approximately two-thirds of the material needed for the Connecting 28th/24th Avenue South project. A review of the borings and soils analysis from the excavation site indicates that the material would be suitable for the Connecting 28th/24th Avenue South project as long as its moisture content is controlled and it is compacted in place.

The City is able to acquire this excavated material for \$1.50 per cubic yard, which includes delivery to the site and the necessary compaction so the material can be stored until the project is constructed. Since this material is being excavated close to the location of the Connecting 28th/24th Avenue South project, the City is able to purchase the material at a significant savings. This significant savings (approximately \$2.7 million) creates a special market condition. SeaTac Municipal Code (SMC) 3.31.120 (B)(2) and Revised Code of Washington (RCW) 39.04.280 (1)(B) allows the City to waive the competitive bidding requirements in this situation. Additionally, acquiring the fill material now reduces the construction time of the project, therefore saving additional costs during construction.

The total cost of the material is anticipated to be \$330,000. Additionally, in order to ensure quality control, the City will need to ensure that the material is delivered properly and appropriate erosion control methods are utilized. Therefore, the Resolution includes authorization to expend up to \$590,000, which includes the material cost and consultant services for quality control, from the amount already budgeted for the project. No new budget appropriation is being requested for this action. The City Manager is authorized to enter into the agreements necessary to receive and store the material, including any quality and erosion control.

The material will be stored on property that the City plans to acquire to construct the Connecting 28th/24th Avenue South project, but is currently owned by the Port of Seattle (POS). Any costs associated with the storage of the material pending City acquisition of the property will be incorporated in the City's right-of-way (ROW) acquisition costs authorized by Agenda Bill #3580.

Assistant City Engineer Cabudol reviewed the agenda bill summary.

Council discussion ensued regarding this purchase.

Council consensus: Refer this to the 03/11/14 RCM Consent Agenda

Agenda Bill #3584; A Motion authorizing the City Manager to execute an amendment to a Purchase and Sale Agreement (PSA) for property located at 15201 – 15215 Military Road South

Summary: This amendment to the original PSA will extend the option period to December 31, 2014 and allow the City to complete additional due diligence prior to determining whether to complete the acquisition of the subject property. The costs for the additional due diligence will be paid with expenditures from the recently executed \$200,000 Integrated Planning Grant (IPG) from the Washington State Department of Ecology (DOE).

ED Manager Robinson reviewed the agenda bill summary.

Agenda Bill #3584 (Continued): Mr. Robinson responded to questions posed by the Council related to the PSA.

Council consensus: Refer this to the 03/11/14 RCM Consent Agenda

Agenda Bill #3588; A Resolution providing direction and clarification of the Personnel Policies and Procedures for employee classification and compensation as it relates to internal equity

Summary: This Resolution is prepared in accordance with Council's direction for implementation of the recommendations of the Job Audit process improvement team. This Resolution allows the City to use and/or consider internal equity, as defined by the City of SeaTac, for employee compensation when there are insufficient matches found within the City's comparable cities and the expanded comparable cities.

During the February 11, 2014 CSS, staff provided an update regarding recent efforts within the City to align and improve work processes, specifically the job audit process. The job audit process improvement team asked the Council for direction regarding the use of internal equity factor in determination of employee compensation, as defined by the job audit team for allocation of salary for City positions when there are no matches or insufficient matches in the comparable or extended market. In addition, when the salary of a subordinate position is significantly compressed against the subject position's salary, internal equity may trigger a compensation review for the subject position.

Council's direction was, "Yes," the City should use internal equity within these defined parameters.

HR Director Hoang reviewed the agenda bill summary.

Ms. Hoang responded to questions posed by the Council.

Council consensus: Refer this to the 03/11/14 RCM Consent Agenda

PRESENTATIONS – INFORMATIONAL ONLY:

● **Public Safety Statistics**

Police Chief Mulligan presented the Statistics for February 2013 – January 2014 and December 2013 – January 2014.

CM Ladenburg arrived at this point in the meeting.

Upon a question posed by Council, Ms. Mulligan detailed police staffing.

Chief Mulligan addressed mail theft. She encouraged people to call the police when they see suspicious people walking around mailboxes.

Council discussion ensued regarding mail theft in the City.

Chief Mulligan also commented on the following: (1) March 12 – June 4, spring police academy. There are still openings; and (2) police explorers competed in a challenge where they put realistic patrol skills into practice. They won 1st place.

ADJOURNED: Mayor Gregerson adjourned the CSS at 4:41 p.m.