

City of SeaTac

Regular Council Meeting Minutes

October 8, 2019
6:00 PM

City Hall
Council Chambers

CALL TO ORDER: Mayor Erin Sitterley called the SeaTac City Council Regular Meeting to order at 6:00 p.m.

COUNCIL PRESENT: Mayor Erin Sitterley, Deputy Mayor (DM) Clyde Hill, Councilmembers (CMs) Joel Wachtel, Peter Kwon, Stanley Tombs, and Pam Fernald. CM Rick Forschler was excused.

STAFF PRESENT: City Manager Carl Cole, City Attorney Mary Mirante Bartolo, City Clerk Kristina Gregg, Government Relations and Communications Manager Kyle Moore, Community & Economic Development (CED) Director Steve Pilcher, Public Works (PW) Director William Appleton, City Engineer Florendo Cabudol, Finance & Systems Director Gwen Pilo, Assistant City Attorney Cindy Corsilles, Parking Compliance Officer Darren Parks; Police Captain Joe Hodgson; Asset Management Coordinator Justin Alipio; PW Maintenance and Operations Supervisor (Stormwater) Daniel Smith; PW Inspector Todd Freih; Human Services (HS) Coordinator Kim Cooper; Victim & Crisis Intervention Advocate Brigitta Ellwein; Community Service Officer (CSO) Sana Toutai-Wright

FLAG SALUTE: HS Coordinator Cooper led the Council, audience, and staff in the Pledge of Allegiance.

PUBLIC COMMENTS: Vicki Lockwood questioned the vouchers on the Consent Agenda related to: (1) Valley Ridge Park water, (2) 4800 South 188th Street City Light bill; (3) Water District 125; and (4) Multi-service center.

Roger Kadeg, regarding Agenda Bill #5286 (declaring intent to adopt legislation to authorize a sales and use tax credit for affordable and supportive housing in accordance with Substitute House Bill 1406), questioned how is 60% of average median income defined (AMI) for SeaTac.

Earl Gipson stated the airport recently had a briefing where they stated the “OK” symbol is now considered a racist gesture.

PRESENTATIONS:

Recognition of the Puget Sound Regional Fire Authority (PSRFA) accreditation through the Center for Public Safety Excellence.

Mayor Erin Sitterley stated this past August the Center for Public Safety Excellence once again awarded the PSRFA accreditation. Accreditation requires a rigorous and in-depth process of self-assessment followed by an onsite peer review. The great news is PSRFA was unanimously approved and praised for its innovative solutions to meet the community’s needs.

PSRFA is one of only four other fire agencies in the state and 266 nationwide to receive the designation.

Chief Matt Morris stated PSRFA has been accredited since 2004. He spoke regarding the importance and purpose of this accreditation.

Council stated their appreciation of the PSRFA.

Domestic Violence (DV) Awareness Month Proclamation

Mayor Sitterley read and presented the proclamation to local hotel Director of Sales Benita Gottesman.

Mrs. Gottesman thanked Council for this honor and thanked HS Coordinator Cooper; Victim & Crisis Intervention Advocate Ellwein; and CSO Toutai-Wright for their support. She introduced and thanked fellow hotel employees she works with.

Introduction of new City Employees: Parking Compliance Officer Darren Parks; Police Captain Joe Hodgson; Asset Management Coordinator Justin Alipio; Public Works Maintenance and Operations Supervisor (Stormwater) Daniel Smith; Public Works Inspector Todd Freih

City Manager Cole introduced the new employees.

PRESENTATIONS (continued):

Key City Issues and Requests for Direction

City Manager Cole commented on the following items:

- (1) 2020 SCORE budget has been finalized by the Administrative Board, the budget will reduce the City's 2020 obligation to SCORE to around \$500,000 - \$600,000
- (2) Requested a conversation regarding taking advantage of being able to charge 1% of construction projects for arts be referred to the Transportation & Public Works (T&PW) Committee. Council concurred.
- (3) Requested Southside Regional Tourism Authority – confirmation of appointments be referred to the October 22, 2019 Regular Council Meeting (RCM) as a consent agenda item. Council concurred.
- (4) Requested a discussion about Council roles regarding the Planning Commission (PC) be referred to the Administration & Finance (A&F) Committee. Council concurred.
- (5) October 16, 6:00 p.m. - Photography Exhibit Reception
- (6) October 17, 4:00 p.m. - Special A&F Committee meeting
- (7) October 16, 12:30 p.m. - Blood drive
- (8) October 23, 6:30 p.m. - Community Planning Meeting

Committee Updates (for items not included on the agenda) and review of proposed Council Information Requests

CM Wachtel: Airport Advisory Committee (AAC) – START Committee update, SAMP update

CM Kwon: T&PW Committee – informational presentation from Port of Seattle (POS) related to Air Cargo Road project; SeaTac Air Quality Study Board meeting – presentation slides provided to the Council

CM Fernald: next Public Safety & Justice (PS&J) Committee meeting October 10, 2019

CM Tombs: next Hotel/Motel Tax Advisory Committee meeting October 9, 2019

DM Hill: Puget Sound Regional Council (PSRC) Transit Oriented Development (TOD) – bus rapid transit; Parks & Recreation (P&R) Committee – Sunset Park update; Community Development Block Grant (CDBG) committee – SeaTac was awarded \$338,000 for Riverton Heights, and November 11 at 11 a.m. unveiling the new Veteran's/Service Member Memorial at North SeaTac Park

Mayor Sitterley: A&F Committee – 30 year celebration, donation acceptance policy, next meeting October 10

CONSENT AGENDA:

Approval of claims vouchers (check no. 125881 - 126008) in the amount of \$350,594.40 for the period ended October 4, 2019.

Approval of payroll vouchers (check no. 55258 - 55285) in the amount of \$174,502.75 for the period ended September 30, 2019.

Approval of payroll electronic fund transfer (check no. 99040 - 99193) in the amount of \$569,436.82 for the period ended September 30, 2019.

Approval of payroll wire transfer in the amount of \$57,972.13 for the period ended September 30, 2019.

Approval of Council Meeting Minutes:

Planning & Economic Development Committee meeting held July 25, 2019

Administration & Finance Committee meeting held September 12, 2019

Special Council Meeting held September 24, 2019

Regular Council Meeting held September 24, 2019

MOVED BY HILL, SECONDED BY TOMBS TO ACCEPT THE CONSENT AGENDA AS PRESENTED.

MOTION CARRIED UNANIMOUSLY.

ACTION ITEMS:

Agenda Bill #5266; A Motion adopting the 2020 Legislative Agenda and Policy Document.

Summary: During the July 11, 2019 A&F Committee meeting, the Committee developed possible items for the upcoming legislative session. At the September 26, 2019 A&F Committee meeting, the Committee recommended the passage of the 2020 Legislative Agenda and 2020 Policy Document.

2020 LEGISLATIVE PRIORITIES

Defend Local Control: The best governmental decisions are those that are made closest to the people represented. Cities possess strong local authority to provide for the safety and welfare of their residents, and the Legislature must abstain from restricting, mandating, or otherwise interfering with local decisions. The City of SeaTac will oppose legislative actions that are inconsistent with this view.

Pedestrian Overpass Feasibility Study: SeaTac experiences various pedestrian traffic challenges within city limits. The City has multiple high-volume roadways, including roadways leading to the airport like International Boulevard (IB), that provide pedestrians difficulty in walking throughout the city, accessing local businesses, and traveling to and from Sea-Tac International Airport. For this reason, the City requests legislative funding for a pedestrian overpass feasibility study to explore pedestrian safety in the city and to develop options for building pedestrian overpass routes to increase safety and accessibility for pedestrians in SeaTac. The City estimates that this study will cost approximately \$200,000 to conduct, and requests that amount in legislative funding.

Economic Development (ED) and Infrastructure: SeaTac supports legislation to enhance State funding, tools and programs for local ED and infrastructure that further the ED and growth of the city through investments that attract, retain, and expand business and create living wage jobs.

Human Trafficking: The City joins the efforts of many public and private partners in combating human trafficking, and will advocate for the incorporation of metrics and performance measures in these efforts.

2020 POLICY DOCUMENT

The City of SeaTac will prioritize its legislative efforts on advancing items identified on its Legislative Agenda. However, when the Legislature initiates proposals that have the potential to negatively impact the City, or when the Legislature creates the opportunity to advance the City's interests, this policy document provides direction to City staff and lobbyists about the City's policy perspective and desired positions.

Human Services: SeaTac will encourage full participation by the State and counties in a comprehensive approach to complex social issues such as public health, mental health, substance abuse, health care, emergency and transitional housing, at-risk youth, and immigration.

Transportation Network Companies: SeaTac opposes legislation that removes local control to regulate transportation network companies. Furthermore, the City supports legislation that streamlines local regulation of these transportation companies, and that captures proper road impact fees for the City.

Economic Development (ED), Infrastructure and Business Incubator: SeaTac supports legislation to enhance State funding, tools and programs for local ED and infrastructure that further the ED and growth of the city through investments that attract, retain, and expand business and create living wage jobs. The city also supports business incubator models that will help attract and retain small independent and local businesses, similar to the model adopted by the City of Walla Walla.

Lodging Tax and Tourism Promotion Area Administration: SeaTac will work with the Legislature to ensure lodging tax revenues diverted from stadium bonds are allocated to the city's priority projects and programs, particularly that a portion of lodging tax revenues continue to be available for tourism operations.

Telecommunications: SeaTac opposes legislation that removes local control in the siting and regulation of small cell network facilities. Furthermore, the City supports legislation that makes statutory changes to clarify and improve the deployment of small cell network facilities.

ACTION ITEMS (continued):

Agenda Bill #5266 (continued):

Accessory Dwelling Units: While SeaTac supports and encourages the preservation and development of various housing options, the City opposes local pre-emption of the siting of Accessory Dwelling Units (ADUs). Pre-empting local authority to site housing options, including ADUs, is inconsistent with the City's planning goals and desires.

Tax Exempt Properties: SeaTac opposes increased property tax exemptions as they negatively impact the City.

Multifamily Tax Exemption: The current multifamily property tax exemption (RCW 84.14.007) is a local option that would not have any tax-shift impact on City residents without the City taking an affirmative action. The Legislature will likely consider proposals during the 2020 legislative session to expand use of the multifamily tax exemption. These efforts will likely be supported by the Association of Washington Cities (AWC) and individual jurisdictions across the state. SeaTac will review these proposals carefully to determine whether they could be used by the City to encourage needed housing and what any possible impacts they would have on City residents.

Noise Mitigation Along State Route 509: The City supports noise mitigation strategies along SR 509 to protect City residents from the impacts of increased traffic when SR 509 is expanded. In 2019 the Legislature appropriated \$5 million to the Washington State Department of Transportation for noise mitigation on this corridor. The City will work with the agency as it develops noise mitigation options to minimize impacts to City residents, including construction of sound barrier walls.

Autonomous Vehicles: SeaTac requests that the State adopt a proactive approach that will protect public safety while encouraging autonomous vehicle use.

South Correctional Entity Regional Jail (SCORE): SeaTac will support ongoing efforts to ensure that the cities who own SCORE are able to provide a cost-effective correctional alternative to individual facilities.

Teen Suicide Mitigation: This was another issue that was mentioned that Representative Orwall will consider pursuing next session. If this is a priority for council, Gordon Thomas Honeywell – Government Affairs (GTHGA) can work with Representative Orwall on next steps.

Behavioral Health: This was another issue that was mentioned and will likely be a hot topic in the legislature during the 2020 legislative session. If this is a priority for council, identified outcomes on this topic would need to be further discussed.

Law Enforcement Recruitment Ideas / BLEA Training Timelines: Current law requires law enforcement personnel to be trained within the first six months of being hired. House Bill 1253 from the 2019 legislative session would reduce this timeline to require that law enforcement personnel commence basic law enforcement training during the first two months of employment. This is a bill that will be automatically reintroduced during the 2020 legislative session, and has the potential of being pushed by AWC.

2020 Legislative Agenda and 2020 Legislative Policy Document were first introduced at the July 25, 2019 A&F Committee meeting where councilmembers present elected to move the document to a full council vote.

Government Relations & Communications Manager Moore introduced Gordon Thomas Honeywell (GTH) Vice President Josh Weiss.

Mr. Weiss introduced Assistant Government Affairs Consultant Annika Vaughn

Mr. Moore and Mr. Weiss reviewed the agenda bill summary.

MOVED BY HILL, SECONDED BY FERNALD TO PASS AGENDA BILL #5266.*

Council discussion ensued regarding opportunities to meet with legislatures and A&F Committee review.

*MOTION CARRIED UNANIMOUSLY.

ACTION ITEMS (continued):

Agenda Bill #5286; A Resolution #19-011 declaring intent to adopt legislation to authorize a sales and use tax credit for affordable and supportive housing in accordance with Substitute House Bill (SHB) 1406 (Chapter 338, Laws of 2019).

Summary: SHB 1406 was adopted by the Legislature to provide revenues to local governments to address the various housing affordability issues facing our communities. In order for SeaTac to participate and receive funding, the City Council must first pass a resolution declaring its intent to levy the tax credit. This Resolution must be passed no later than January 28, 2020. An Ordinance to levy the tax credit must be adopted by July 28, 2020. The tax credit funds will become available generally within 30 days after the Department of Revenue receives notice of adoption of an ordinance. Since this is a sales tax credit (not an increase in the sales tax or a new tax), it will not result in added costs for consumers or residents within SeaTac. The funds can be used for maintenance of affordable housing that serves persons whose income is at or below 60% of average median income (AMI). Funds may also be used for rental assistance to individuals at or below 60% AMI. The PCPS Department HS Division currently operates programs that provides both of these forms of assistance. The sales tax credit is estimated to be \$132,700 during the first year and can remain in effect for 20 years from the effective date of adoption.

The A&F Committee recommended approval of this Resolution at its September 12, 2019 meeting.

CED Director Pilcher reviewed the agenda bill summary.

MOVED BY KWON, SECONDED BY HILL TO PASS AGENDA BILL #5286 (RESOLUTION #19-011).*

Council discussion regarding committee review, alternatives (if SeaTac doesn't take the money, the County will take the money), and emergency housing vouchers.

*MOTION CARRIED UNANIMOUSLY.

Agenda Bill #5230; An Ordinance #19-1020 amending and restating the Interlocal Agreement (ILA) and approving the City's capital contribution related to refunding the bonds issued by SCORE.

Summary: In September 2018, the City of Federal Way informed the SCORE jail Administrative Board of its intent to withdraw from the ILA effective December 31, 2019. The City confirmed its intent April 1, 2019.

Following the receipt of Federal Way's notice of withdrawal, the SCORE Administrative Board assembled a sub-committee of Member City leaders and contracted with BERK Consulting to provide a comprehensive study of financial alternatives for SCORE. The sub-committee was charged with examining alternatives to reduce costs, increase revenues, and restructure the allocation of funding obligation among agencies. The study concluded in February 2019 with several alternatives to consider.

The Finance Advisory Committee worked with SCORE staff to explore the options related to refinancing outstanding capital obligations for debt service savings and create a plan going forward to restructure the budget to incorporate the alternatives identified in the study. From these efforts the City of SeaTac's contribution to SCORE for 2020 has significantly decreased from 2019, from \$1.3 million to an estimated \$784,000.

The Finance Advisory Members have also been working with their respective legal teams to amend the ILA to remove the City of Federal Way and reallocate the debt service allocation in preparation to refund and reissue bonds at approximately 14% savings overall.

A summary of the major changes is provided below:

1. Add the City of Des Moines as an Owner City and terminate the Host City Agreement.
2. Remove the City of Federal Way from the Owner Percentage assigned for Debt Service and equity allocations.
 - a. Federal Way is still responsible for their 17% of Debt Service and is refunding their portion in their name.
3. Reallocate and add two decimal points to the percentage.
 - a. SeaTac has been 3% but will be 3.62%.
4. Add the responsibility to determine the allocation of Member City's Maintenance and Operations costs by Super Majority Vote of the Administrative Board.
 - a. Previously this had to be done by amending the ILA.

ACTION ITEMS (continued):

Agenda Bill #5230; Ordinance #19-1020 (continued):

Currently, there is no impact to SeaTac's budget as debt service payments are paid out of the SCORE budget. However, the Ordinance provides for a maximum principal amount to be bonded of \$57,000,000 and SeaTac is pledging its full faith and credit for an estimated maximum amount of \$2,063,400 over 20 years, a reduction of \$130,800 from what is currently outstanding.

The PS&J Committee reviewed the Ordinance and ILA at their September 12, 2019, meeting and recommended it to the full Council for approval.

Finance & Systems Director Pilo reviewed the agenda bill summary. Assistant City Attorney Corsilles was present to respond to questions.

MOVED BY KWON, SECONDED BY HILL TO PASS AGENDA BILL #5230 (ORDINANCE #19-1020).*

Council discussion ensued regarding savings, duration of agreement, repayment of bonds,

*MOTION CARRIED UNANIMOUSLY.

Agenda Bill #5233; An Ordinance #19-1021 amending the SeaTac Municipal Code (SMC) by adding Chapter 3.41, Section 3.40.109 and repealing and amending certain sections of 3.40 related to City funds, financial policies and procedures.

Summary: The Government Finance Officers Association (GFOA) recommends a review of the City's investment policy (Policy) every three years. The City reviewed its Policy in 2013 without making any changes. After the most recent Policy review, it was decided to reorganize and relocate the investment provisions in a new chapter within the Code. SMC Sections 3.40.160 through 3.40.220 will be repealed and replaced with SMC Chapter 3.41. Some provisions in the new chapter will be modified and updated based on the recommendation of GFOA, and in a manner consistent with State law.

This Ordinance also adds a new section in the City Code under SMC 3.40.109 that establishes a postage meter account, per the recommendation of the State Auditor Office.

This Ordinance also repeals SMC 3.40.090, which established a Contingency Fund for the purpose of setting aside funds to meet any municipal expenditures that were not foreseen or reasonably evaluated when the budget was adopted. In 2016, the Contingency Fund was closed and absorbed into the General Fund (GF) per the directive of the Governmental Accounting Standard Board (GASB) that established a fund balance classification and defined the types of special revenue funds that may exist.

This Ordinance also amends SMC 3.40.100, which established a Petty Cash Account. It is recommended that the sum amount in this account be increased from \$500 to \$1,500.

Lastly, this Ordinance repeals SMC 3.40.108, which established a Fire Department Petty Cash Account for the SeaTac Fire Department. The City eliminated the Fire Department in 2014 and now contracts with PSRFA. The Fire Department Petty Cash Account is no longer needed.

The proposed changes were reviewed by the A&F Committee on September 26, 2019, and recommended the matter to the full council for approval.

Finance & Systems Director Pilo reviewed the agenda bill summary. Assistant City Attorney Corsilles was present to respond to questions.

MOVED BY KWON, SECONDED BY TOMBS TO PASS AGENDA BILL #5233 (ORDINANCE #19-1021).*

Discussion ensued regarding 3.41.020 - Council consent not required.

*MOTION CARRIED UNANIMOUSLY.

ACTION ITEMS (continued):

Agenda Bill #5234; A Resolution #19-012 repealing Resolution 95-017 and adopting a Resolution related to the Investment Policy.

Summary: The City Council adopted SMC 3.40 and the Investment Policy in 1990. The Policy was updated via Resolution in 1995 and no changes have been made since. It is a GFOA Recommended Best Practice to review the Investment Policy every three years.

A draft policy was created using RCW 35, RCW 39, and RCW 43; GFOA Best Practices for Investing Policies and Governance, Performance, Types of Investments, and Investment Services; and the WPTA (Washington Public Treasurers Association) Sample Policy used in their certification program. The A&F committee reviewed a draft policy in March 2019 and provided feedback that was incorporated into the policy.

The policy was submitted to the WPTA prior to Council approval to ensure all vital elements that should be addressed are present. The policy was certified by the WPTA reviewers as having addressed all 17 requirements needed to meet the recommended best practice standard.

SMC 3.41 grants authority to invest the City's excess funds. The Resolution provides the guidelines for doing so.

The policy was reviewed by the A&F Committee on July 25 and September 26, 2019, and recommended for approval.

Finance & Systems Director Pilo reviewed the agenda bill summary.

MOVED BY KWON, SECONDED BY WACHTEL TO PASS AGENDA BILL #5234 (RESOLUTION #19-012).

MOTION CARRIED UNANIMOUSLY.

PUBLIC COMMENTS (related to Unfinished Business): None

UNFINISHED BUSINESS: None

NEW BUSINESS: None

COUNCIL COMMENTS: CM Kwon clarified the parking enforcement program and stated the Photography Exhibit is being held at the Community Center.

CM Fernald commented on the following: parking enforcement, tax exemption, and suicide prevention class which she paid for personally.

CM Tombs commented on speed limits not being respected and spent the day with the Tyee High School DECA Club at the Pullman YMCA camp.

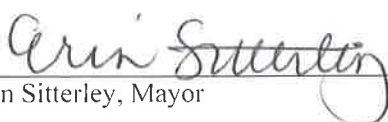
DM Hill stating he attended the Highline School Board Workshop and is hoping to form working relationships with the local schools. Also, 19 students volunteered to help spread woodchips at the North SeaTac Park recently.

Mayor Sitterley commented on the following: (1) accepted a check from Representative Dave Upthegrove for a \$125,000 grant for stormwater abatement; (2) October 17 – attending the Bow Lake Career Fair; and (3) October 21 - 8 pm, Honor Flight coming in to Sea-Tac Airport.

EXECUTIVE SESSION: None

ADJOURNED:

MAYOR SITTERLEY ADJOURNED THE REGULAR MEETING OF THE SEATAC CITY COUNCIL AT 7:55 P.M.


Erin Sitterley, Mayor


Kristina Gregg, City Clerk