

City of SeaTac

Council Budget Workshop 3 Minutes Synopsis

October 22, 2022 (Saturday)
9:00 AM

City Hall
Council Chambers

CALL TO ORDER: Mayor Jake Simpson called the SeaTac City Council Budget Workshop 3 to order at 9:00 a.m.

COUNCIL PRESENT (in-person): Mayor Jake Simpson **(remote):** Deputy Mayor (DM) Senayet Negusse, Councilmembers (CMs) Peter Kwon, and Iris Guzmán. Absent: CMs Mohamed Egal, Takele Gobena, and Erin Sitterley.

STAFF PRESENT (in-person): City Attorney Mary Mirante Bartolo, City Clerk Kristina Gregg, Multimedia Video Specialist David Inman, Senior Information Systems Technician Liban Ahmed; **(remote):** City Manager Carl Cole, Deputy City Manager (DCM) Gwen Voelpel, Finance & Systems Director Gwen Pilo, Budget Analyst Alexis Briggs, Senior Accounting Analyst Christina McCall, Parks & Recreation (P&R) Director Larry Ellis, Community & Economic Development (CED) Director Evan Maxim, Government Relations & Communications Manager Kyle Moore

AGENDA REVIEW: Hybrid Meeting: Broadcast on SeaTV Government Access Comcast Channel 21; Live-streamed on the City's website <https://www.seatacwa.gov/seatvlive>; in-person and remote options for public participation.

PUBLIC COMMENTS: None.

REVIEW OUTSTANDING ITEMS FROM WORKSHOP 2

City Manager Cole reviewed the following outstanding items:

- Locking Mailbox Program promotion efforts – July 2018 – present, featured on many local blogs
- Traffic Control Devices – email sent by Public Works (PW) Director Will Appleton
- 2021-2022 Programs delayed because of Covid – difficult to assess in short timeframe, but staff is developing a list for future presentation.

Finance & Systems Director Pilo commented on CM Kwon's question regarding Grant funding for CIP projects. She reviewed how they are funded and where that is included in the budget.

REVENUES:

Property Tax

Finance & Systems Director Pilo stated taxes account for 70% of all revenues and 83% of the General Fund (GF) revenues. Property Tax is 37% of those amounts. She summarized how the property tax levy amount is developed and the current policy. The 2023 levy will be set at \$7.656. Public Hearing (PH) is scheduled for November 8, 2022 Regular Council Meeting (RCM).

Revenue Summary by Fund

Finance & Systems Director Pilo compared the 2021-2022 Biennial Budget to 2023-2024 proposed Biennial Budget for GF (18% increase), Street Fund (35% increase), Municipal CIP Fund (21% decrease), Transportation CIP Fund (76% decrease), and All funds (3% decrease).

Council discussion ensued regarding GF revenues, fines and penalties 51% increase, and parks.

EXPENDITURES:

Full-Time Employee (FTE) Count

Finance & Systems Director Pilo compared the 2021-2022 Biennial Budget to 2023-2024 proposed Biennial Budget for GF (1 less), and other funds (4.1 less) for a total of 5.1 less for all funds.

Expenditures by Department and Fund

Finance & Systems Director Pilo compared the 2021-2022 Biennial Budget to 2023-2024 proposed Biennial Budget by department for GF (10% increase) and by fund, including GF (14% decrease).

FUND BALANCES BY FUND

Finance & Systems Director Pilo reviewed the 2023-2024 proposed budget: beginning balances plus revenues minus expenditures = \$107,879,004, as well as the following ARPA commitments:

	Beginning Cash Balance	Budgeted Revenue 2022-24	Budgeted Expenses 2025-26	Estimated Expenses	Estimated Ending Cash Balance
ARPA Grant	\$8,115,494				
Interest Revenue		\$62,599			
CED Programs			\$3,542,700		
Community Outreach Programs (Includes FTE)			637,602	629,890	
Total	\$8,115,494	\$62,599	\$4,180,302	629,890	\$3,367,901

Council discussion ensued regarding ARPA funds.

GENERAL FUND (GF) FORECAST

Finance & Systems Director Pilo reviewed how the forecast is developed and the purpose of creating a forecast.

Council discussion ensued regarding a clarification about property tax levy increase, which is not due to a tax increase, other funding resources,

City Manager Cole stated the City is in an excellent position.

DECISION CARDS

City Manager Cole reviewed the decision cards process. At least 40 decision cards were submitted for the 2023-2024 Biennial Budget.

RECESSED/RECONVENED: Mayor Simpson recessed the meeting at 9:50 a.m. for a 5 minute break and reconvened the meeting at 9:55 a.m.

DECISION CARDS (continued):

City Manager Cole briefed on the proposed decision cards.

Council discussion ensued regarding the North SeaTac Park Master Plan, HVAC at Fire Station 45, Sculptures in Parks (Art Program), Citywide Parking Code Study, Feasibility Study: Housing Inspection Program (amend to add language about data), SKHHP Membership, and Website Redesign Project.

He stated he feels that the proposed decision cards are sustainable.

Mrs. Pilo reviewed the decision cards summary for each fund and the forecast including the decision cards. This budget maintains all service levels and increases levels with the decision cards.

COUNCIL MEETING AGENDA ITEMS

Mrs. Pilo reviewed the upcoming budget related agenda items scheduled for the November 8 RCM:

- 2023 Property Tax Levy: Public Hearing and Ordinance
- 2023-2024 Budget: Public Hearing and Ordinance
- 2023 Fee Schedule: Resolution

IDENTIFY & CONFIRM ITEMS FOR ADDITIONAL REVIEW/ANALYSIS

Mrs. Pilo stated the ARPA detailed list will be emailed to the City Council.

EXECUTIVE SESSION: None

ADJOURNED: Mayor Simpson adjourned the meeting at 11:12 a.m.