

For Hire Transportation A&F, 5/2/2024



PRESENTATION OVERVIEW

PURPOSE OF PRESENTATION

Provide Committee with an overview of two changes to the way the City adopts For Hire Transportation Regulations.

Action Requested.

WHY IS THIS ISSUE IMPORTANT?

- For Hire Transportation: Taxicabs, For-Hire Vehicles, For-Hire Drivers and Transportation Network Companies (i.e. Uber).
- The City currently ‘adopts’ the King County (KC) regulations related to For Hire Transportation.
- This means the City doesn’t regulate these provisions with City specific provisions but adopts KC regulations.
- These mechanisms now need to be updated.
 1. Interlocal Agreement; and
 2. Code language adopted by reference in the SeaTac Municipal Code (SMC).



POTENTIAL COMMITTEE ACTION

COMMITTEE ACTION REQUESTED

1. Recommend approval of the proposed ILA and Ordinance and place on the consent agenda, or for presentation and action.
2. Not recommend approval and provide staff with further direction.

STAFF RECOMMENDATION

Option 1. Approve and move to consent agenda

REVIEWS TO DATE

- A&F, 5/2/2024 (today)



For Hire Transportation

Transportation network companies (TNC)



TNCs are app-based ride services with fares set by the TNC. They connect riders with drivers, and accept only electronic payment, through a smartphone app. Currently licensed providers:

Hop, Skip, Drive

Lyft

Uber

Flat-rate for-hire vehicles



Unlike taxis, for-hire vehicles charge a fixed fare per trip (based on pick up and drop off zip-codes in a published rate book) and are painted at least two colors. Currently licensed providers:

Apple For-Hire
One For-Hire

Blue For-Hire
United For-Hire

Green For-Hire

Taxis



Taxicabs are painted one solid color and can be hailed from the street or dispatched from a phone call. Fares are calculated based on time and distance, measured by a taximeter. Currently licensed providers:

A1 Seattle
Green Cab
Yellow Cab

Cuddy's Taxi
Orange

Farwest
One Taxi

Interlocal Agreement (ILA)

INTERLOCAL AGREEMENT BETWEEN King County and the City of SeaTac for For-Hire Transportation Regulatory Services

THIS AGREEMENT is made between King County, a home rule charter county and political subdivision of the State of Washington, hereinafter referred to as the "County," and the City of SeaTac, a public agency in the State of Washington, hereinafter referred to as "Agency," under authority of Chapter 39.34, Chapter 46.72 RCW, Chapter 46.72B RCW, and Chapter 81.72 of the Revised Code of Washington and collectively referred to as "Parties."

WHEREAS, the County has jurisdiction to license and regulate for-hire transportation services including issuing vehicle medallions, transportation network company vehicle endorsements (hereinafter referred to as "vehicle endorsements"), for-hire driver's licenses and for-hire driver's permits, transportation network company licenses (hereinafter referred to as "company licenses"), and transitional regional dispatch agency and regional dispatch agency licenses (hereinafter referred to as "agency licenses"), to enforce the laws and regulations concerning the same within its boundaries, and has provided for-hire transportation regulatory services to local jurisdictions for many years; and

WHEREAS, the business of for-hire transportation services presents unique licensing and law enforcement issues of a multijurisdictional nature; and

WHEREAS, it is desirable, to adequately protect the interests of the County and the Agency and the public, to provide for a uniform, ~~mutual system of license for hire transportation services and~~

Existing State

- KC and City executed an Interlocal Agreement (ILA) on January 2, 1998.
- This **governs regulation** of local taxis and for-hire transportation providers.
- KC has, and continues, to regulate the for-hire transportation industry by providing regulatory services for **16 cities and the Port of Seattle** at SeaTac International Airport.
- KC has a similarly **long history** of working with the City of Seattle to license and enforce the respective regulations.

Proposed New ILA (See Attached):

- KC is authorized to enter into updated ILA's with local jurisdictions.
- In addition to **general updates**, the new ILA incorporates the **newly adopted chapter in the King County Code**.
- The revised ILA is attached and has been reviewed by the Legal Department.



Code Changes

Ordinance

An Ordinance of the City Council of the City of SeaTac, Washington amending Chapter 5.15 of the SeaTac Municipal Code relating to the For-Hire Transportation regulations of vehicles, drivers, and business, and adopting by reference Chapter 6.65 of the King County Code.

WHEREAS, King County has jurisdiction to license and regulate for-hire transportation services including issuing vehicle medallions, transportation network company vehicle endorsements, for-hire driver's licenses and for-hire driver's permits, transportation network company licenses, and transitional regional dispatch agency and regional dispatch agency licenses; and

WHEREAS, in 2023, King County adopted a new Chapter under King County Code (K.C.C.) to update and modernize the regulations and create a regional licensing model for companies, drivers, and vehicles; and

WHEREAS, this Chapter of K.C.C. applies to taxicab associations, for-hire vehicle companies, taxicabs, for-hire vehicles, and drivers of those vehicles and while regulation of transportation network companies, transportation network company drivers, or transportation network company endorsed vehicles remains in K.C.C. chapter 6.64.

Existing State

Dec 2023 **two new King County ordinances** became effective related to for-hire transportation (**excluding the Port of Seattle and City of Seattle**).

These include:

1. [KCC CHAPTER 6.64](#) - **updates** King County Code (KCC) provisions related to transportation network companies, drivers, and vehicles, to **better align with state law and to remove regulations** related to taxicabs and for-hire vehicles from the chapter.
2. [KCC NEW CHAPTER 6.65](#) - **establishes a new chapter**. **Updates and modernizes** the regulations for this part of the industry, to create a more regional licensing model for companies, drivers and vehicles, to formally begin the transition to new technology via smart taximeters systems, to **provide greater flexibility** for individual companies to implement more competitive fare strategies like upfront fares and dynamic pricing, and to improve alignment with the City of Seattle's regulatory program by reducing the complexity of navigating similar but slightly different code requirements.



Code Changes

[KCC NEW CHAPTER 6.65](#) (See Attached):

*See summary document

- **AGE: Minimum age** to apply for a for-hire driver license is now age 20
- **DL's:** For-hire driver's licenses are now **regional** (will no longer have a City or County designation)
- **SAFETY: Enhanced regional for-hire driver's license** optional license type beginning September 1, 2024, and will require an **annual fingerprint-based background check** in addition to the third-party criminal background check and driving history report required for all applicants
- **AIRPORT:** SEA Airport **minimum fare of \$20** for trips originating from SEA beginning December 18, 2023
- **VEHICLE:** The **maximum vehicle model year** is now 15 years old beginning January 27, 2024
- **SMART METER:** All taxis must operate using a **smart taximeter** system by March 31, 2026
- **MEDALLIONS:** 6 changes



Code Changes

Ordinance

An Ordinance of the City Council of the City of SeaTac, Washington amending Chapter 5.15 of the SeaTac Municipal Code relating to the For-Hire Transportation regulations of vehicles, drivers, and business, and adopting by reference Chapter 6.65 of the King County Code.

WHEREAS, King County has jurisdiction to license and regulate for-hire transportation services including issuing vehicle medallions, transportation network company vehicle endorsements, for-hire driver's licenses and for-hire driver's permits, transportation network company licenses, and transitional regional dispatch agency and regional dispatch agency licenses; and

WHEREAS, in 2023, King County adopted a new Chapter under King County Code (K.C.C.) to update and modernize the regulations and create a regional licensing model for companies, drivers, and vehicles; and

WHEREAS, this Chapter of K.C.C. applies to taxicab associations, for-hire vehicle companies, taxicabs, for-hire vehicles, and drivers of those vehicles and while regulation of transportation network companies, transportation network company drivers, or transportation network company endorsed vehicles remains in K.C.C. chapter 6.64.

Proposed Code Revisions (See Attached):

KCC CHAPTER 6.64. **No change:** The City currently adopts Chapter 6.64 of the King County Code by reference in SMC 5.15.020.

KCC NEW CHAPTER 6.65. **Change:** City to adopt the new Chapter 6.65 of the King County Code by reference in SMC 5.15.020.

*See summary document



POTENTIAL COMMITTEE ACTION

COMMITTEE ACTION REQUESTED

1. Recommend approval of the proposed ILA and Ordinance and place on the consent agenda, or for presentation and action.
2. Not recommend approval and provide staff with further direction.

STAFF RECOMMENDATION

Option 1. Approve and move to consent agenda

REVIEWS TO DATE

- A&F, 5/2/2024 (today)



**Pre-approval or final approval of City Council and
City Manager travel related expenses**

May 2, 2024

Approval of Expenses

NLC Congressional Cities Conference

Washington, DC, March 9-13, 2024

Two councilmembers including in the 2024 Council Budget Worksheet

Approved	Expenses
x	Peter Kwon \$2,029.94 Documentation: Trip Report Travel Accounting Form Claim for Expenses Form

Pre-Approval and expense approval (done via email due to conference registration and room blocks opening in April)

Association of Washington Cities Annual Conference

Vancouver, WA, June 18 – 21, 2024

Approved	Estimates
x	Joe Vinson \$1,682.26 (.20 correction) Documentation: Travel Authorization Form Travel Accounting Form



Chair
Senayet Negusse



Financial Management Report

Table of Contents

- Revenue Stoplight Chart
- Revenue Charts & Sales Tax Report
- Expenditure Stoplight Chart
- Expense Summary by Fund
- ARPA Fund Overview
- Salary Expenditures Overview
- Headcount Report
- Capital Expenditures Overview
- Performance Indicators

Q 2024 FINANCIAL MANAGEMENT REPORT

Actuals through March 31,
2024

Presented
May 2, 2024



Revenue Stoplight Chart

<u>Revenue Description</u>	<u>2023 ACTUAL</u>	<u>2022 % of Budget</u>	<u>2024 Annual BUDGET</u>	<u>2024 ACTUAL</u>	<u>Percent Collected</u>	<u>% Expected to Date</u>	<u>% Expected to Date</u>
Property Tax - Regular Levy	\$630,713	4%	\$18,600,000	\$683,167	4%	0%	0%
Sales & Use Tax (operating)	\$1,301,974	8%	\$18,000,000	\$1,311,009	7%	8%	8%
Sales & Use Tax (construction) (#301)	\$99,808	10%	\$1,000,000	\$238,109	24%	8%	8%
Criminal Justice-Sales Tax & State Shared Rev	\$148,709	9%	\$1,592,000	\$144,623	9%	8%	8%
Leasehold Excise Tax	\$0	*	\$4,000,000	\$0	*	0%	0%
Emergency Medical Svcs Levy	\$16,840	3%	\$592,342	\$0	*	0%	0%
Parking Tax (#102)	\$1,425,047	16%	\$10,174,500	\$1,586,102	16%	17%	17%
Motor Vehicle Tax - City Streets (#102)	\$50,096	8%	\$620,000	\$46,700	8%	8%	8%
Hotel/Motel Special Revenue Tax (#107)	\$116,303	6%	\$1,900,000	\$137,406	7%	8%	8%
Real Estate Excise Tax - #1 & #2 (#301)	\$74,828	6%	\$1,200,000	\$77,574	6%	17%	17%
Subtotal: Taxes	\$3,864,317	7%	\$57,678,842	\$4,224,691	7%		7%
Permits & Plan Review (building, electrical, etc.)	\$1,052,484	62%	\$1,751,418	\$798,027	46%	25%	25%
Engineering Plan Review	\$145,584	29%	\$507,500	\$211,339	42%	25%	25%
Business Licenses	\$150,692	25%	\$600,000	\$144,950	24%	25%	25%
Parks Programs	\$187,224	25%	\$746,349	\$134,495	18%	25%	25%
Franchise Fees (#001 & #404)	\$168,166	18%	\$942,653	\$198,279	21%	21%	21%
Valley Rdg./N. SeaTac Turf Field Fees (#301)	\$130,119	17%	\$750,000	\$135,695	18%	25%	25%
GMA Traffic Impact Fees (#307)	\$6,270		\$0	\$17,845	*	25%	25%
Stormwater Fees (#403)	\$782,073	20%	\$3,993,550	\$758,396	19%	0%	0%
Long Term Leases (CH & YMCA)	\$127,869	37%	\$258,990	\$129,292	50%	25%	25%
Subtotal: Permits and Services	\$2,750,480	29%	\$9,550,460	\$2,528,319	26%		14%
Operating & Other Grants	\$1,464,153	42%	\$3,687,474	\$1,562,279	42%		
Parks Capital Grants	\$0	*	\$325,196	\$0	*		
Transportation Capital Grants	\$12,701	0%	\$6,133,000	\$87,890	1%		
SWM Capital Grants	\$0	*	\$100,000	\$0	*		
Subtotal: Capital Grants	\$1,476,854	23%	\$10,245,670	\$1,650,168	16%		
Investment Interest	\$910,902	61%	\$1,502,035	\$891,618	59%	25%	25%
Other Revenues (NO Transfers)	\$291,880	10%	\$3,231,249	\$801,036	25%	25%	25%
TOTAL REVENUES	\$9,294,433	13%	\$82,208,256	\$10,095,832	12%		9%

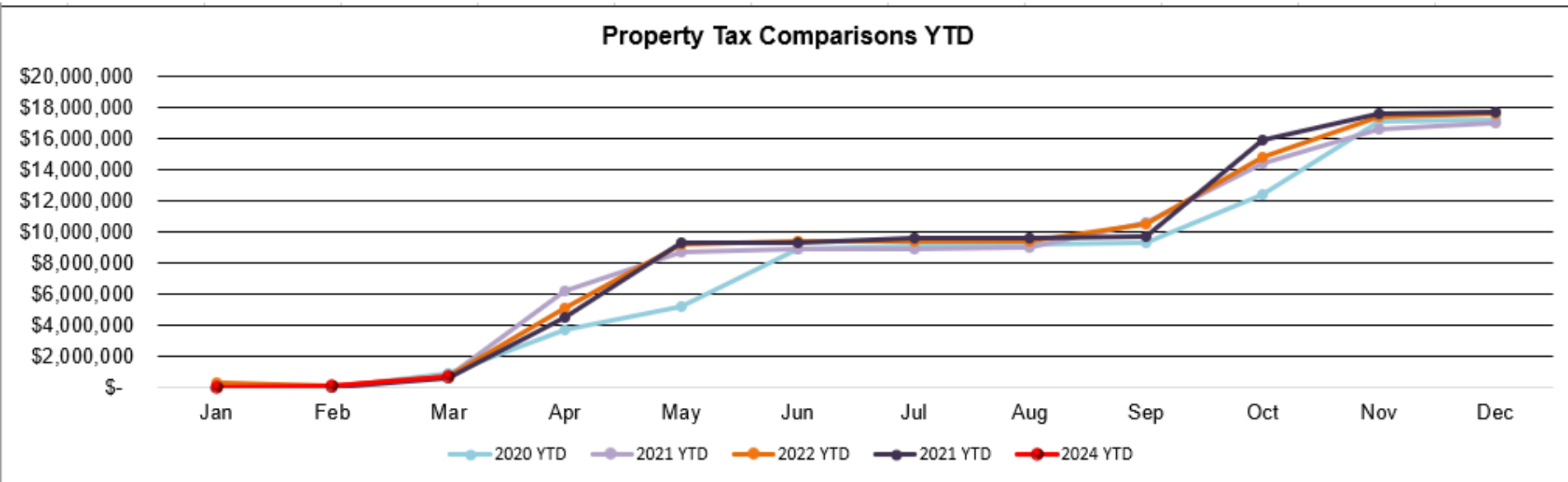
LEGEND:



Green = Annual Performance is within (or better than) expectations set in the budget
 Yellow = Annual performance indicates this may become an area of concern in the future
 Red = Annual Performance in this area is a cause for concern



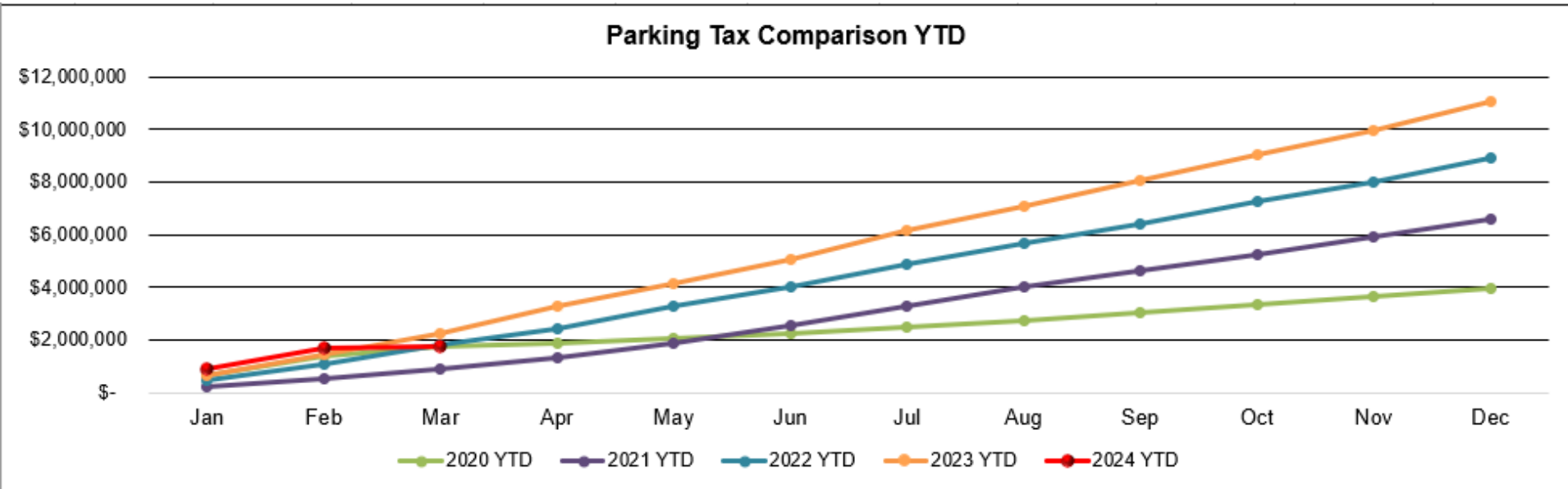
Property Tax



Property tax is tracking along with historical data.



Parking Tax

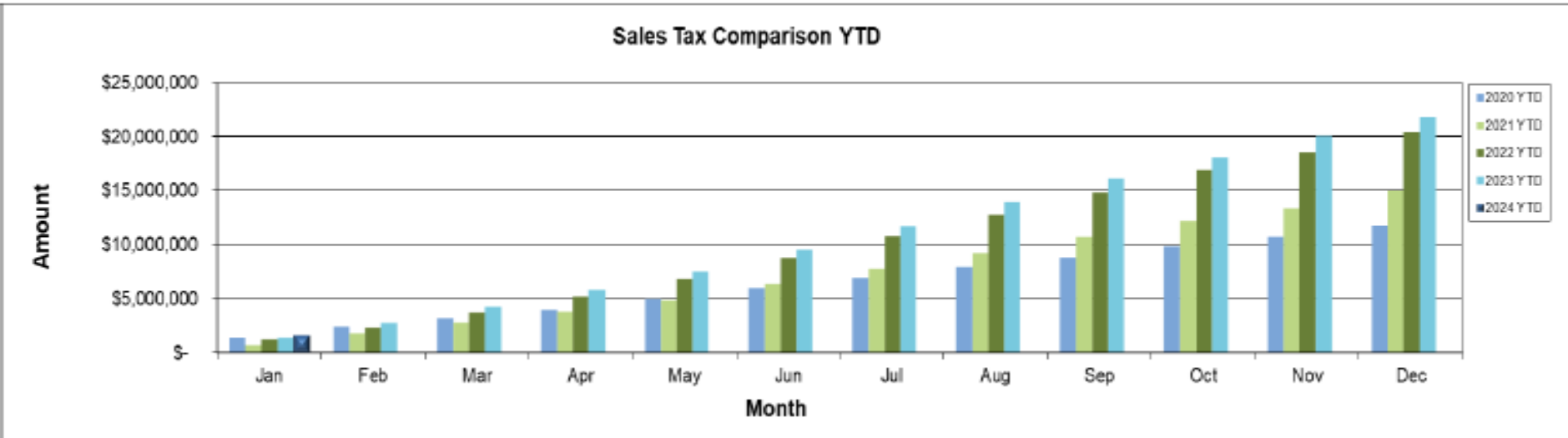


2024 = \$1.7 million collected

- 18% above 2023
- 17% of budget



Sales Tax – All Sources

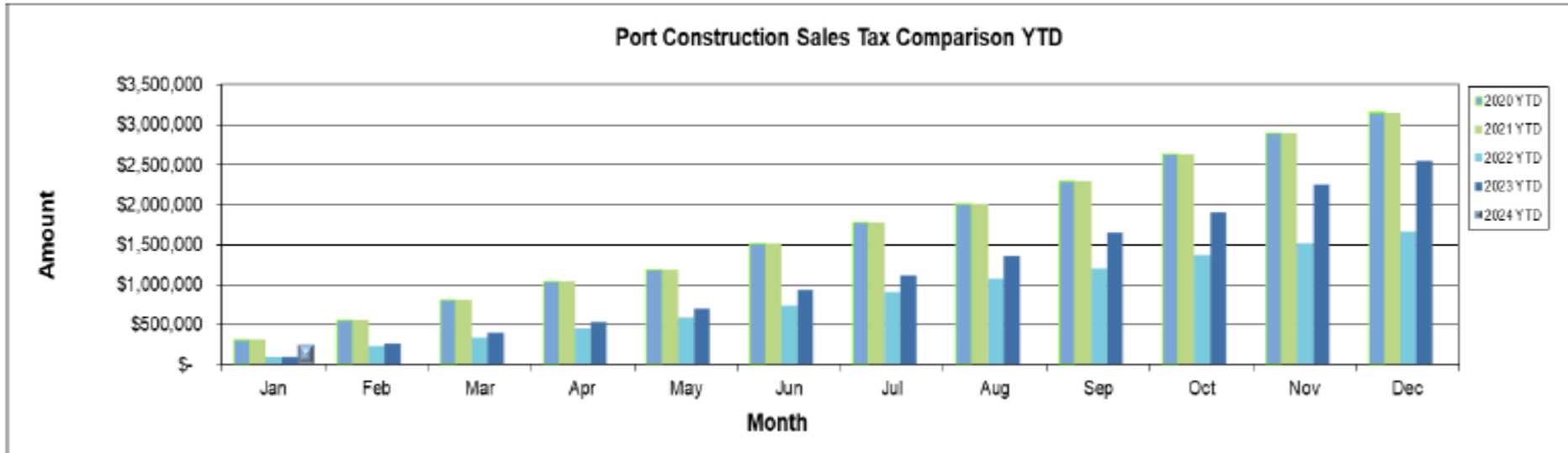


2024 = \$1.5 M in sales tax collected

- 10.5% increase from 2023



Port Construction Sales Tax



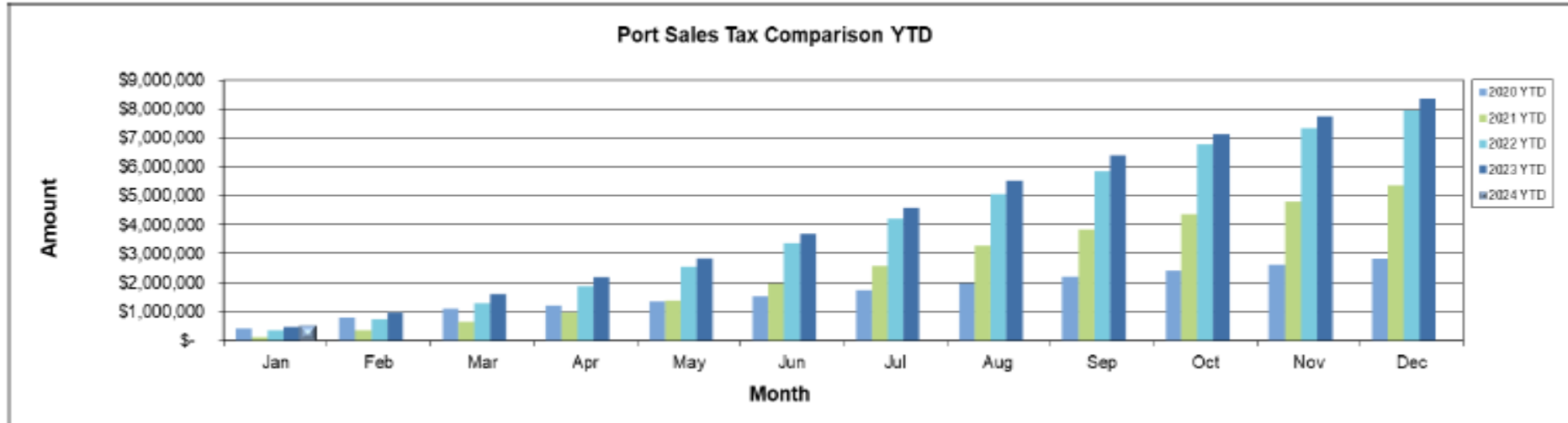
Construction sales tax from capital projects at the SEA airport fund the Municipal Capital Improvement Program.

2024 = \$240,799

- 141 % increase over 2023
- Expected to exceed \$1.0 million budgeted



Port Sales Tax



Port sales tax is generated from retail sales at the airport.

2023 = \$521,110

- 5.6% increase from 2023

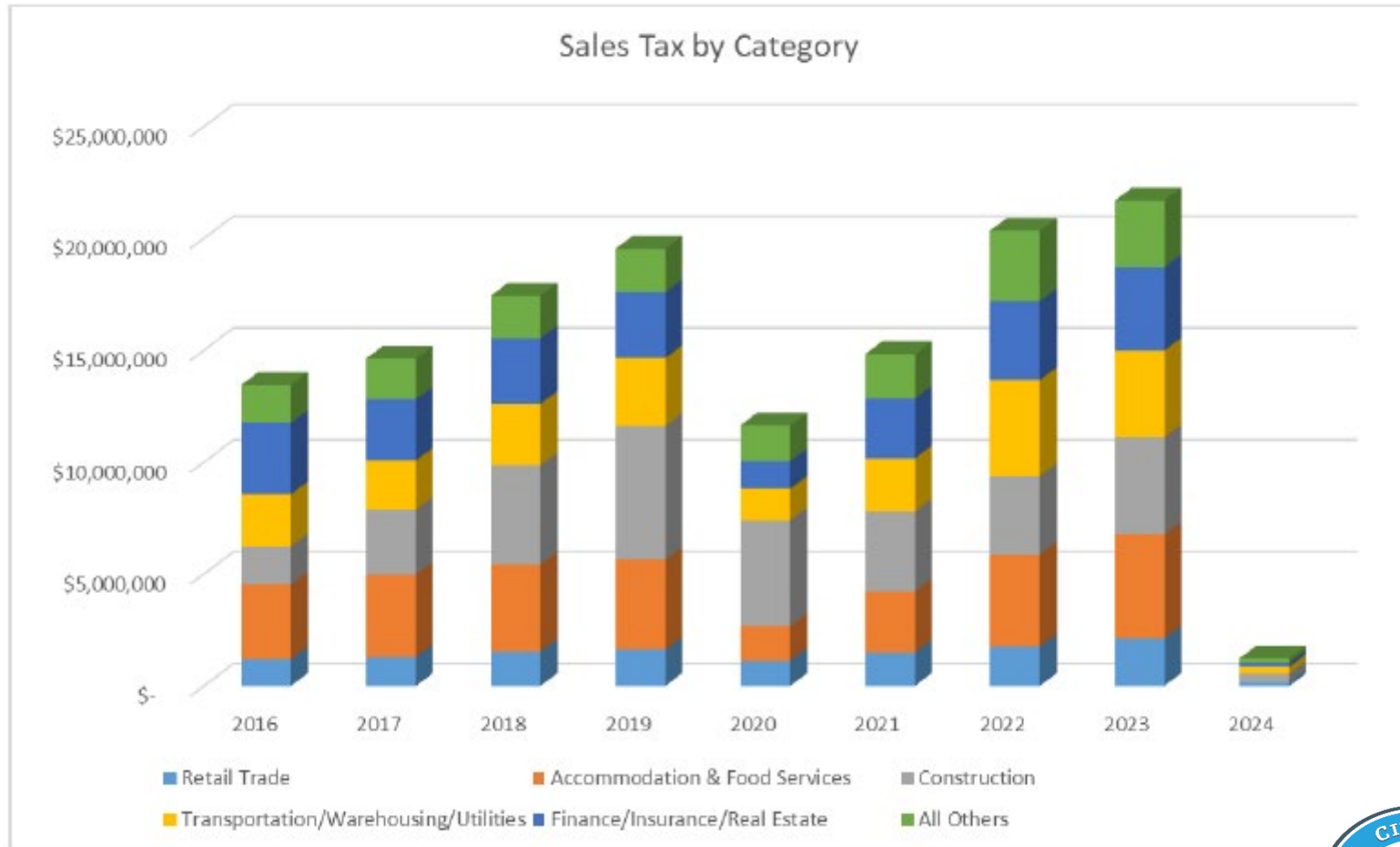


1st Quarter by Sector - January

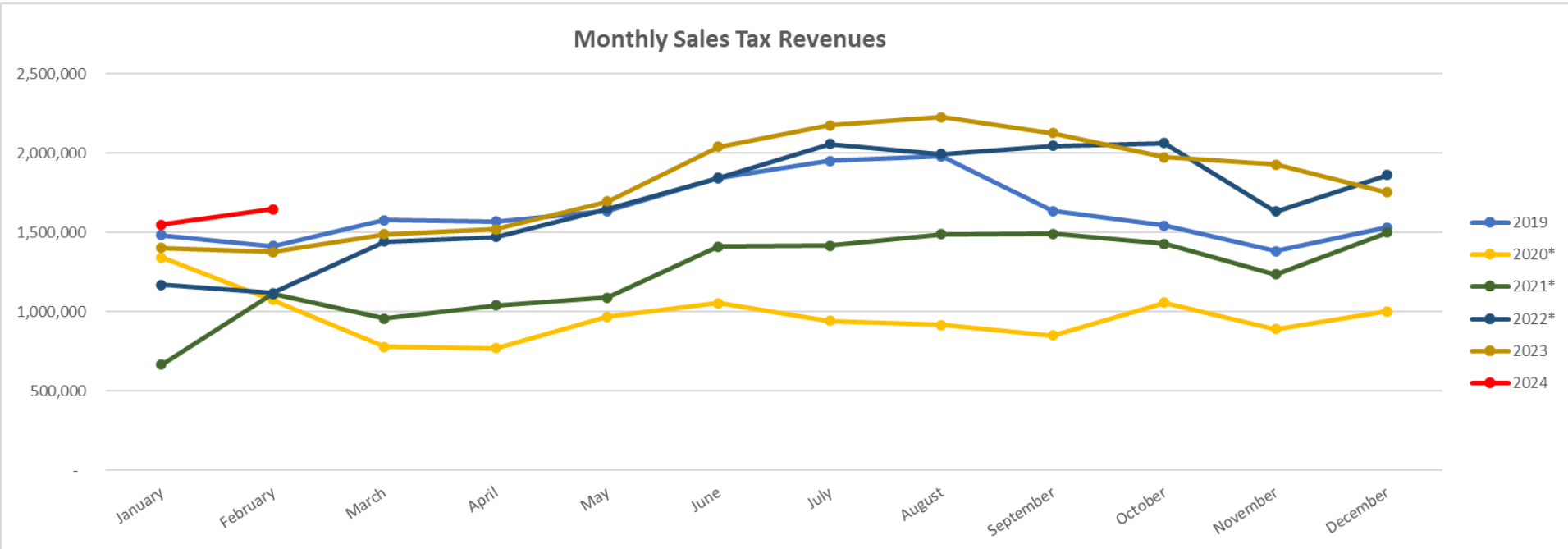
	January				
	2020	2021	2022	2023	2024
Retail Trade	\$ 103,953	\$ 83,187	\$ 116,416	\$ 208,587	\$ 150,323
\$ Change	\$ (13,171)	\$ (20,766)	\$ 33,229	\$ 92,171	\$ (58,264)
% Change	-11.2%	-20.0%	39.9%	79.2%	-27.9%
% of Total	7.8%	6.2%	17.5%	17.8%	10.7%
Accommodation & Food Services	\$ 288,170	\$ 97,703	\$ 218,487	\$ 288,259	\$ 319,406
\$ Change	\$ 27,108	\$ (190,467)	\$ 120,784	\$ 69,772	\$ 31,147
% Change	10.4%	-66.1%	123.6%	31.9%	10.8%
% of Total	21.5%	14.7%	18.7%	20.6%	20.6%
Construction	\$ 455,159	\$ 256,501	\$ 205,216	\$ 187,429	\$ 397,983
\$ Change	\$ (132,885)	\$ (198,658)	\$ (51,285)	\$ (17,787)	\$ 210,554
% Change	-22.6%	-43.6%	-20.0%	-8.7%	112.3%
% of Total	34.0%	38.5%	17.6%	13.4%	25.7%
Transportation/Warehousing/Utilities	\$ 184,209	\$ 106,801	\$ 277,966	\$ 301,825	\$ 309,744
\$ Change	\$ (37,996)	\$ (77,408)	\$ 171,165	\$ 23,859	\$ 7,919
% Change	-17.1%	-42.0%	160.3%	8.6%	2.6%
% of Total	13.7%	16.0%	23.8%	21.5%	20.0%
Finance/Insurance/Real Estate	\$ 167,555	\$ 74,438	\$ 151,280	\$ 184,920	\$ 188,760
\$ Change	\$ 17,641	\$ (93,117)	\$ 76,842	\$ 33,640	\$ 3,840
% Change	11.8%	-55.6%	103.2%	22.2%	2.1%
% of Total	12.5%	11.2%	12.9%	13.2%	12.2%
All Others	\$ 141,429	\$ 47,485	\$ 199,324	\$ 230,763	\$ 182,903
\$ Change	\$ (3,339)	\$ (93,944)	\$ 151,839	\$ 31,439	\$ (47,860)
% Change	-2.3%	-66.4%	319.8%	15.8%	-20.7%
% of Total	10.6%	7.1%	17.1%	16.5%	11.8%
Total	\$ 1,340,475	\$ 666,115	\$ 1,168,689	\$ 1,401,783	\$ 1,549,119
\$ Change	\$ (142,642)	\$ (674,360)	\$ 502,574	\$ 233,094	\$ 147,336
% Change	-9.6%	-50.3%	75.4%	19.9%	10.5%



Sales Tax Comparison – by Category



Sales Tax Comparison – Month by Month



Expenditure Stoplight Chart

<u>Expense Category</u>	<u>2023 YTD ACTUAL</u>	<u>2023 % of Budget</u>	<u>2024 Annual BUDGET</u>	<u>2024 YTD ACTUAL</u>	<u>Percent Expended</u>	
PERSONNEL	\$ 4,977,532	22%	\$ 26,651,349	\$ 5,658,591	21%	●
SUPPLIES	\$ 236,456	23%	\$ 1,036,195	\$ 173,641	17%	●
SERVICES & CHARGES	\$ 2,718,551	19%	\$ 22,748,857	\$ 1,698,410	7%	●
POLICE- Base ILA with King Co.	\$ -	*	\$ 16,540,028	\$ -	*	●
FIRE/EMS- ILA with Kent RFA	\$ 2,707,713	24%	\$ 12,562,281	\$ -	*	●
CAPITAL	\$ 525,706	3%	\$ 40,480,228	\$ 1,637,906	4%	●
DEBT SERVICE	\$ -	*	\$ 141,539	\$ 2,608	2%	●
TOTAL EXPENSES	\$ 11,165,958	13%	\$ 120,160,477	\$ 9,171,156	8%	●

YTD Target: 25%

LEGEND:



Green = Annual Performance is within (or better than) expectations set in the budget



Yellow = Annual performance indicates this may become an area of concern in the future



Red = Annual Performance in this area is a cause for concern



Expenditures by Department – General Fund

GENERAL FUND		2023 YTD	2023 %	2024 YTD		YTD %	
Department	Section	Actual	Expended	2024 Budget	2024 Q1 Actual	Expended	Expended
City Council		\$ 128,191	39%	\$ 339,172	\$ 132,532	\$ 132,532	39%
Municipal Court		\$ 314,371	26%	\$ 1,792,855	\$ 365,866	\$ 365,866	20%
City Manager		\$ 430,664	20%	\$ 2,454,645	\$ 457,362	\$ 457,362	19%
Finance & Systems		\$ 939,208	32%	\$ 3,653,365	\$ 814,607	\$ 814,607	22%
Legal Services		\$ 1,101,853	34%	\$ 3,899,885	\$ 545,923	\$ 545,923	14%
Human Resources		\$ 171,559	17%	\$ 1,155,564	\$ 217,561	\$ 217,561	19%
Police Services		\$ 715,525	5%	\$ 17,687,374	\$ 262,801	\$ 262,801	1%
Fire Services		\$ 2,737,186	25%	\$ 12,604,737	\$ 6,424	\$ 6,424	0%
	<i>Central Facilities</i>	\$ 245,136	20%	\$ 1,419,297	\$ 285,118	\$ 285,118	20%
	<i>Fire Stations (2)</i>	\$ 20,561	13%	\$ 84,225	\$ 17,562	\$ 17,562	21%
	<i>Maintenance Facility</i>	\$ 14,928	16%	\$ 93,602	\$ 16,450	\$ 16,450	18%
	<i>Park, CP & Admin</i>	\$ 79,646	19%	\$ 912,268	\$ 210,924	\$ 210,924	23%
	<i>Rec. Svcs/Classes</i>	\$ 327,313	29%	\$ 698,229	\$ 174,068	\$ 174,068	25%
	<i>Rec Prgms/Camps</i>	\$ 200,905	17%	\$ 1,737,730	\$ 283,640	\$ 283,640	16%
	<i>Comm Ctr. Facility</i>	\$ 33,245	19%	\$ 193,091	\$ 40,363	\$ 40,363	21%
	<i>Parks Maintenance</i>	\$ 501,188	19%	\$ 2,996,920	\$ 547,472	\$ 547,472	18%
Parks & Recreation Total		\$ 1,422,923	20%	\$ 8,135,362	\$ 1,575,596	\$ 1,575,596	19%
	<i>Planning</i>	\$ 273,991	20%	\$ 2,070,200	\$ 303,940	\$ 303,940	15%
	<i>Permitting</i>	\$ 179,932	23%	\$ 926,958	\$ 178,852	\$ 178,852	19%
	<i>Building</i>	\$ 230,532	20%	\$ 1,439,495	\$ 256,695	\$ 256,695	18%
	<i>Economic Dvlpmnt</i>	\$ 52,185	15%	\$ 506,654	\$ 38,125	\$ 38,125	8%
	<i>Code Compliance</i>	\$ 73,838	16%	\$ 482,774	\$ 52,953	\$ 52,953	11%
	<i>Human Services</i>	\$ 55,982	5%	\$ 1,557,150	\$ 76,390	\$ 76,390	5%
Comm & Econ Devm't Total		\$ 866,461	17%	\$ 6,983,231	\$ 906,956	\$ 906,956	13%
TOTAL GENERAL FUND		\$ 8,827,943	18%	\$ 58,706,190	\$ 5,285,628	\$ 5,285,628	9%



YTD Target: 25%



Expenditures by Fund

OTHER FUNDS	Fund Name	2023 YTD Actual	2023 % Expended	2024 Budget	2024 Q1 Actual	YTD Actual Expended	YTD % Expended
	Roadway Maintenance	\$ 477,936	19%	\$ 2,926,026	\$ 493,305	\$ 493,305	17%
	Snow and Ice Control	\$ 38,016	37%	\$ 152,366	\$ 39,881	\$ 39,881	26%
	Engineering Review	\$ 86,994	21%	\$ 392,056	\$ 48,193	\$ 48,193	12%
	Admin & Engineering	\$ 320,384	20%	\$ 1,985,425	\$ 338,850	\$ 338,850	17%
	Capital and Transfers	\$ 65,539	5%	\$ 1,960,851	\$ 152,412	\$ 152,412	8%
102	Street Fund Total	\$ 988,868	16%	\$ 7,416,724	\$ 1,072,641	\$ 1,072,641	14%
105	Port of Seattle ILA	\$ 2,582	0%	\$ 1,659,675	\$ 2,939	\$ 2,939	0%
106	Transit Planning	\$ 172	0%	\$ 50,357	\$ 123	\$ 123	0%
107	Hotel/Motel Tax	\$ 101,509	7%	\$ 2,251,732	\$ 127,447	\$ 127,447	6%
108	Building Mgmt	\$ 69,549	24%	\$ 290,141	\$ 70,035	\$ 70,035	24%
111	DC Basin ILA	\$ 512	0%	\$ 3,378,921	\$ 24,284	\$ 24,284	1%
112	Affordable Housing ST	\$ -	0%	\$ 195,293	\$ 34,405	\$ 34,405	18%
113	ARPA Grant	\$ 34,297	3%	\$ 5,433,306	\$ 178,008	\$ 178,008	3%
114	Restricted Public Safety	\$ 1,804	3%	\$ 100,986	\$ 11,646	\$ 11,646	12%
207	2019 Score Bonds	\$ -	0%	\$ 141,539	\$ -	\$ -	0%
301	Municipal CIP	\$ 223,279	2%	\$ 13,084,358	\$ 480,537	\$ 480,537	4%
306	Facility Construction CIP	\$ -	0%	\$ 748,912	\$ 115,608	\$ 115,608	15%
307	Transportation CIP	\$ 632,620	13%	\$ 17,044,571	\$ 936,396	\$ 936,396	5%
308	Light Rail Area CIP	\$ -	0%	\$ 810,101	\$ -	\$ -	0%
	SWM Admin	\$ 95,088	13%	\$ 926,532	\$ 117,645	\$ 117,645	13%
	SWM Compliance	\$ 106,493	15%	\$ 771,679	\$ 149,909	\$ 149,909	19%
	SWM Maintenance	\$ 269,375	24%	\$ 1,211,299	\$ 271,389	\$ 271,389	22%
	SWM Engineering Rev	\$ 73,843	21%	\$ 376,987	\$ 47,749	\$ 47,749	13%
	Capital and Transfers	\$ 85,321	6%	\$ 2,767,383	\$ 91,369	\$ 91,369	3%
403	Surface Wtr Mgt Total	\$ 630,120	14%	\$ 6,053,880	\$ 678,060	\$ 678,060	11%
404	Solid Waste & Env	\$ 37,872	12%	\$ 414,397	\$ 35,726	\$ 35,726	9%
501	Equipment Rental	\$ 124,935	7%	\$ 3,522,917	\$ 397,559	\$ 397,559	11%
SUBTOTAL OTHER FUNDS		\$ 2,848,120	8%	\$ 62,597,810	\$ 4,165,413	\$ 4,165,413	7%
ALL FUNDS - EXPENDITURE TOTAL		\$ 11,676,062	14%	\$ 121,304,000	\$ 9,451,041	\$ 9,451,041	8%



YTD Target: 25%



Salaries & Benefits by Department – General Fund

GENERAL FUND		2023 YTD	2023 %	2024 Q1	YTD Actual	YTD %
Department	Section	Actual	Expended	2024 Budget	Actual	Expended
City Council		\$ 55,407	25%	\$ 221,991	\$ 55,491	\$ 55,491 25%
Municipal Court		\$ 270,398	25%	\$ 1,654,216	\$ 324,304	\$ 324,304 20%
City Manager Admin	City Manager Admin	\$ 238,601	23%	\$ 1,272,301	\$ 287,004	\$ 287,004 23%
	Communications	\$ 110,755	19%	\$ 665,826	\$ 128,936	\$ 128,936 19%
City Manager Total		\$ 349,356	21%	\$ 1,938,127	\$ 415,940	\$ 415,940 21%
Finance & Systems	Finance Administration	\$ 276,441	24%	\$ 1,263,664	\$ 295,035	\$ 295,035 23%
	Systems/GIS	\$ 250,514	23%	\$ 1,544,007	\$ 336,071	\$ 336,071 22%
Finance & Systems Total		\$ 526,955	24%	\$ 2,807,671	\$ 631,107	\$ 631,107 22%
Legal Services	City Clerk	\$ 122,650	25%	\$ 390,025	\$ 93,714	\$ 93,714 24%
	Legal	\$ 373,969	25%	\$ 1,742,016	\$ 404,072	\$ 404,072 23%
Legal Services Total		\$ 496,619	25%	\$ 2,132,041	\$ 497,786	\$ 497,786 23%
Human Resources	Human Resources	\$ 134,878	19%	\$ 823,514	\$ 191,997	\$ 191,997 23%
	Retired Fire Service - LEOFF 1	\$ 12,191	22%	\$ 65,471	\$ 9,001	\$ 9,001 14%
Human Resources Total		\$ 147,069	19%	\$ 888,985	\$ 200,998	\$ 200,998 23%
Police Services	Police Admin	\$ 29,654	24%	\$ 134,268	\$ 32,836	\$ 32,836 24%
	Parking Permit Program	\$ 53,446	27%	\$ 209,586	\$ 51,136	\$ 51,136 24%
Police Services Total		\$ 83,100	26%	\$ 343,854	\$ 83,972	\$ 83,972 24%
Parks & Recreation	Central Facilities	\$ 162,415	25%	\$ 735,680	\$ 183,138	\$ 183,138 25%
	Park & Rec Admin.	\$ 74,902	20%	\$ 892,145	\$ 201,525	\$ 201,525 23%
	Rec. Svcs/Events	\$ 354,486	23%	\$ 1,472,663	\$ 264,513	\$ 264,513 18%
	Comm Center Operations	\$ 43,599	20%	\$ 408,438	\$ 98,542	\$ 98,542 24%
	Parks Maintenance	\$ 371,870	20%	\$ 1,905,728	\$ 395,044	\$ 395,044 21%
Parks & Recreation Total		\$ 1,007,272	22%	\$ 5,414,654	\$ 1,142,762	\$ 1,142,762 21%
Comm & Econ Devm't	Planning	\$ 269,117	23%	\$ 1,321,792	\$ 288,908	\$ 288,908 22%
	Building	\$ 220,993	26%	\$ 1,118,363	\$ 241,830	\$ 241,830 22%
	Permitting	\$ 159,396	24%	\$ 742,600	\$ 169,960	\$ 169,960 23%
	Econ Development	\$ 37,035	24%	\$ 173,511	\$ 35,374	\$ 35,374 20%
	Code Compliance	\$ 72,519	25%	\$ 333,872	\$ 47,521	\$ 47,521 14%
	Human Services	\$ 36,069	26%	\$ 332,997	\$ 80,173	\$ 80,173 24%
	Comm & Econ Devm't Total		\$ 795,129	24%	\$ 4,023,135	\$ 863,766
TOTAL GENERAL FUND		\$ 3,731,304	23%	\$ 19,424,674	\$ 4,216,126	\$ 4,216,126 22%



Salaries & Benefits by Fund

OTHER FUNDS	Fund Name	2023 YTD Actual	2023 % Expended	2024 Budget	2024 Q1 Actual	YTD Actual Expended	YTD % Expended
	Roadway Maintenance	\$ 208,022	20%	\$ 1,314,857	\$ 241,700	\$ 241,700	18%
	Engineering Review	\$ 76,911	21%	\$ 369,425	\$ 45,963	\$ 45,963	12%
	Admin & Engineering	\$ 166,791	22%	\$ 858,865	\$ 189,496	\$ 189,496	22%
102	Street Fund Total	\$ 451,724	21%	\$ 2,543,147	\$ 477,160	\$ 477,160	19%
107	Hotel/Motel Tax Fund	\$ 33,199	10%	\$ 320,203	\$ 70,183	\$ 70,183	22%
113	ARPA Fund	\$ 31,943	11%	\$ 721,921	\$ 65,377	\$ 65,377	9%
307	Transportation CIP Fund	\$ 296,757	24%	\$ 1,332,333	\$ 329,234	\$ 329,234	25%
	SWM Admin	\$ 92,247	25%	\$ 412,407	\$ 102,925	\$ 102,925	25%
	SWM Compliance	\$ 40,865	10%	\$ 449,219	\$ 110,462	\$ 110,462	25%
	SWM Maintenance	\$ 168,658	24%	\$ 760,674	\$ 176,079	\$ 176,079	23%
	SWM Engineering Rev	\$ 68,647	20%	\$ 369,429	\$ 45,963	\$ 45,963	12%
403	Surface Water Mgt.	\$ 370,416	20%	\$ 1,991,729	\$ 435,429	\$ 435,429	22%
404	Solid Waste & Environ	\$ 29,569	23%	\$ 176,496	\$ 30,748	\$ 30,748	17%
501	Equipment Rental Fund	\$ 31,311	25%	\$ 140,846	\$ 34,335	\$ 34,335	24%
SUBTOTAL OTHER FUNDS		\$ 1,244,919	20%	\$ 7,226,675	\$ 1,442,465	\$ 1,442,465	20%
ALL FUNDS TOTAL		\$ 4,976,223	22%	\$ 26,651,349	\$ 5,658,591	\$ 5,658,591	21%

YTD Target: 25%



Headcount Report

<u>By Dept. Headcount (Fund)</u>	<u>2019 ACTUAL</u>	<u>2020 ACTUAL</u>	<u>2021 ACTUAL</u>	<u>2022 ACTUAL</u>	<u>2023 BUDGET</u>	<u>2024 BUDGET</u>
City Council	0.42	0.42	0.42	0.42	0.42	0.42
Municipal Court	5.55	6.55	6.55	7.66	8.66	11.66
City Manager	9.00	9.00	8.20	10.20	10.20	11.20
Finance	14.00	13.00	13.00	14.00	17.00	8.50
Information Systems	0.00	0.00	0.00	0.00	0.00	9.50
Legal/City Clerk	11.00	11.38	11.38	12.38	12.00	12.00
Human Resources	3.00	3.00	3.00	3.00	4.00	4.00
Police-City Staff	1.00	1.00	1.00	1.00	3.00	4.00
Parks & Recreation	40.16	45.42	44.82	47.82	44.92	50.17
Public Works (102,106,307,403,404,501)	41.50	41.50	40.29	40.29	37.79	39.79
Community & Economic Devel. (001,107)	21.75	21.75	21.75	22.75	24.75	25.75
Total City Full-Time Equivalent Positions	147.4	153.0	150.4	159.9	163.1	177.4

Police Interlocal Dedicated FTE's	48.0	48.0	49.0	53.0	53.0	53.0
Fire Interlocal Dedicated FTE's	44.0	44.0	45.0	45.0	45.0	45.0

Equivalent Service FTE's	239.4	245.0	244.4	257.9	261.1	275.4
---------------------------------	--------------	--------------	--------------	--------------	--------------	--------------

2024

Court	1 Add Administrative Assistant 1 1 Add Lead Judicial Support Specialist 1 Add Judicial Support Specialist
City Manager's Office	1 Add Special Capital Projects Manager (Limited Term)
Finance	-8.5 Move Information Systems to own Department
Information Systems	8.5 Move Information Systems to own Department from Finance 1 Add IS Business Analyst
Police	1 Add Mental Health Co-Responder
Parks & Recreation	1 Add Administrative Assistant 2
Public Works (102, 307,403,404,501)	4.25 Add Lifeguard FTE equivalent
Comm. Econ. Dev. (001,107)	2 Add Maintenance Operations Workers 1 Add Commercial Plans Examiner



Capital Projects - Buildings

Type	Description	Annual BUDGET	YTD Actual Expended	YTD % Expended	Project Status
62 Buildings					
Fund 301	City Hall Impr. Inc HVAC Update	914,018	412,214	45%	Installation in progress
	City Hall Cubicles & Carpet Replacement	63,900	9,400	15%	Project Complete 10/10/23, waiting for NOC paperwork to come back to release the retainage.
	SeaTac Community Center Improvements	34,368	2,268	7%	Substantial completion
	Community Center HVAC Replacement	486,505	-	0%	Parts/Permitting/Planning
	SeaTac Community Center Remodel	175,000	-	0%	Delayed
Fund 306	Police Community Outreach Center	-	-	-	* Substantial completion
	Maintenance & Storage Facilities	401,812	115,608	29%	Design
Buildings Total		2,075,603	539,490	26%	



Capital Projects – Other Improvements

63 Other Improvements				
Fund 102	Miller Creek Realignment & Daylighting	401,247	-	0%
	2023 Overlay-S 154th St & S 160th St			Construction complete - Going to Council for Final Acceptance on 5/14.
		61,469	61,469	100%
	2024 Street Overlay	1,422,169	22,036	2% In Design - Construction to start in July of 2024.
Fund 111	DMC Capital Replacement	2,935,804	-	0%
Fund 113	Community Center Backup Generator	379,000	-	0% On order
Fund 301	Angle Lake Fishing Pier/Boat Ramp	3,728,815	2,828	0% Design
	SeaTac Des Moines Crk Park Trailhead	2,864,079	14,767	1% Design
	Riverton Heights Spray Park	2,124,602	17,857	1% Design
	Botanical Garden Entry Sign	120,000	-	0% Planning
	Lighting at BMX Track	258,196	-	0% Planning
	North Seatac Park Baseball Fields	300,000	-	0% Planning
Fund 307	34th Ave S from S 160th to S 166th			In construction. Anticipate completion of construction in May 2024.
		1,547,089	289,911	19%
	Airport Light Rail Station Pedestrian Imp			Design and Right of Way. Design is 90% complete. Construction scheduled for Q2 2025.
		10,047,152	86,591	1%
	River Ridge Elementry Sidewalk			Construction complete. Working on closing out project with school district.
		226,922	-	0%
	Intelligent Transportation Systems	100,000	23,270	23%
	Pedestrian Crossing Program	200,000	-	0% Plan to start construction summer of 2024
	34th Ave S/S 166th-S 176th	995,567	-	0% 30% Design
	S 204th St Improvements	1,409,490	15,481	1% 30% Design
	Neighborhood Multi-Model TIP	550,000	-	0%
	Transportation Master Plan Update	599,210	189,585	32% In Design
Fund 308	Gateway Treatments	799,700	-	0%
Fund 403	Miller Creek Realignment & Daylight Project	895,115	-	0%
	Water Quaility Retrofit Program	400,000	-	0%
	S 166th St Drainage Improvements	210,556	-	0% Planning
	2023 Annual Overlay SWM Project	424,199	-	0% Construction complete
	2024 Annual Overlay SWM Project	500,000	6,991	1% Construction to begin July of 2024
Other Improvements Total		33,500,381	730,786	2%



Capital Projects - Equipment

64 Equipment					
Fund 113	A/V SYSTEM UPGRADES-CH, ECC, COM CTR	97,213	58,266	60%	ECC and COM CTR are complete. CH is 50%
	UPS Modernization	20,442	-	0%	PO has been sent to vendor. Waiting for scheduling.
Fund 301	Permitting Software Update	68,557	-	0%	
	Financial Management System	1,816,650	-	0%	In Vendor Selection Process
	SeaTV Upgrade	16,505	-	0%	No projects planned
Fund 501	Vehicles/Heavy Equipment	2,428,085	309,365	13%	
	Tools and Equipment	456,792	-	0%	
Equipment Total		4,904,244	367,631	7%	
Total Capital Expenditures		40,480,228	1,637,906	4%	





City of SeaTac Travel Accounting Form

Itemized receipts for all travel expenses (excluding meals and mileage), the Travel Authorization Form, and the Travel Accounting Form are required to be attached with method of payment.

Traveler Name: Joe Vinson

Department: City Council

Conference: AWC Annual Conference

Dates: June 18-21, 2024

Expense Table

	Estimated Amount from Authorization Form	Date submitted for payment or P-Card Statement Date	Method of Payment			Provide explanation if: Actual amount is \$50.00 or more than estimated amount on approved Travel Authorization Form. Claim for Expense includes other traveler expenses.
			P-Card Total	Accounts Payable Direct Invoice Total	Accounts Payable Claim for Expense Total	
Registration	\$ 500.00	04/16/2024		\$ 500.00		
Lodging	\$ 653.58					*
Lodging						
Meals	\$ 189.00		N/A	N/A		
Transportation						
Transportation	\$ 136.00					
Mileage	\$ 203.68		N/A	N/A		
Car Rental						
Parking						
TNC Charges						
Tolls/Ferry						
Baggage Fees						
Misc. Costs						
						*Lesa's .20 type corrected 5/2/24
Totals	\$ 1,682.26		\$ 0.00	\$ 500.00	\$ 0.00	Grand Total \$ 500.00