



City of SeaTac Macro Budget Workshop Agenda

April 9, 2024
4:00PM

City Hall
Council Chambers

Times listed are estimates only.

This meeting will be conducted in a hybrid format with in-person and remote options for public participation. The meeting will be broadcast on SeaTV Government Access Comcast Channel 21 and live-streamed on the City's website

<https://seatacwa.gov/seatvlive>.

CALL TO ORDER:

PUBLIC COMMENTS (related to items on the agenda): The City Council is providing in-person, remote oral, and written public comment opportunities. All comments shall be respectful in tone and content. Signing-up for in-person or remote comments or providing written comments must be done by 2 p.m. the day of the meeting. Instructions for providing remote and email or text public comments are located at the following link: [Hybrid Council Meetings and Public Comments](#). Any requests to speak or provide written public comments which are not submitted following the instructions provided or by the deadline will not be included as part of the record.

1. Welcome (Total Time: 5 Minutes)

By: City Manager Carl Cole

2. Budget Calendar (Total Time: 10 Minutes)

By: Finance Director Gwen Pilo

3. City Vision, Mission and Goals (15 minutes)

By: Finance Director Gwen Pilo

4. Council Priorities/Goals (Total Time: 45 Minutes)

By: City Manager Carl Cole

5. Priority Based Budgeting (15 minutes)

By: Finance Director Gwen Pilo

Break (15 minutes)

6. Financial Policies (Total Time: 30 Minutes)

By: Finance Director Gwen Pilo

7. Performance Indicators (20 minutes)

By: City Manager Carl Cole

8. 2023 Year End Review (30 minutes)

By: Finance Director Gwen Pilo

9. Financial Forecasts (20 minutes)

By: Finance Director Gwen Pilo

EXECUTIVE SESSION:

ADJOURN:

THE COUNCIL CHAMBERS IS ACCESSIBLE TO PERSONS WITH DISABILITIES AND IS EQUIPPED WITH ASSISTIVE LISTENING DEVICES. PERSONS REQUIRING SPECIAL ACCOMMODATIONS SHOULD CONTACT THE CITY CLERK'S OFFICE BEFORE 5:00 PM THE FRIDAY PRECEDING THE COUNCIL MEETING.

City of SeaTac

Macro Budget Workshop Minutes Synopsis

April 9, 2024
4:00 PM

City Hall
Council Chambers

CALL TO ORDER: Mayor Egal called the SeaTac City Council Macro Budget Workshop to order at 4:00 p.m.

COUNCIL PRESENT (in-person): Mayor Mohamed Egal, Deputy Mayor (DM) Iris Guzmán, Councilmembers (CMs) Peter Kwon, and James W. Lovell; **(remote):** CMs Jake Simpson, and Joe Vinson; **Excused absent:** CM Senayet Negusse

STAFF PRESENT (in-person): Deputy City Manager (DCM) Gwen Voelpel, Senior Assistant City Attorney Ha Dao, City Clerk Kristina Gregg, Deputy City Clerk (DCC) Amber Russ, Finance Director Gwen Pilo, Budget Analyst Alexis Briggs, Government Relations & Communications Manager Kyle Moore, Community & Economic Development (CED) Director Evan Maxim, Information Systems (IS) Director Bart Perman, Municipal Court Administrator Gail Cannon, Multimedia Video Specialist David Inman, Mike Fitzpatrick, Public Works (PW) Director Will Appleton, Police Chief Troy Smithmeyer, **(Remote):** Senior Assistant City Attorney Cindy Corsilles, Engineer Florendo Cabudol

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 (related to items on the agenda):

Earl Gipson – managing a \$30 million budget.

Welcome

Deputy City Manager Voelpel reviewed the agenda and the purpose of the meeting.

Budget Calendar

Finance Director Pilo reviewed the upcoming budget dates.

Council discussion ensued regarding property taxes.

City Vision, Mission, and Goals

Finance Director Pilo reviewed the current City Vision, Mission, and Goals.

Council Priorities/Goals

DCM Voelpel reviewed the priorities discussed at the February 10, 2024 Council Retreat. Staff is requesting Council discuss what else needs to be considered.

Council discussion ensued regarding additional priorities:

- **Public Safety:** intentional about strategies on getting law enforcement fully staffed, FLOCK camera system, traffic calming measures, support Highline School District (HSD) from an emergency management standpoint, information to residents about responding during an emergency, education and outreach to the community, response times, partnering with neighboring police departments, especially in the area of South 154th Street. What's already happening – police substation.

Police Chief Smithmeyer, Ms. Pilo, and PW Director Appleton responded to questions.

- **Housing & Human Services(HS):** HS, expand senior and youth services, funding Housing Action Plan, increase Human Service funding, revise matrix used to fund human services contracts.

CED Director Maxim responded to questions.

- **Code Compliance:** parking, be more proactive, partnering with WSDOT regarding on/off ramps cleanups

Mr. Maxim, Senior Assistant City Attorney Dao, and Mr. Appleton responded to questions.

Council Priorities/Goals (continued):

- Community Engagement: web redevelopment, increased language access
- Infrastructure: more sidewalks, outreach to residents
- Economic Development (ED): community workforce agreement, international market, taller buildings on currently flat properties, and South 152nd Street

Mr. Maxim responded to questions.

- Parks: North SeaTac Park, public pool, outreach regarding partnership with the YMCA, expand partnership, accessible playground equipment

Priority Based Budget (PBB)

Finance Director Pilo reviewed why the City is moving towards PBB. She also reviewed the process the City has done to begin implementing the PBB.

Council discussion ensued regarding timeline for the new software and the benefits of a PBB.

BREAK: Mayor Egal recessed the meeting from 5:54 p.m. to 6:03 p.m.

Financial Policies

Finance Director Pilo reviewed the purpose of the financial policies, required changes, and next steps.

Council discussion ensued regarding salary savings, utility fees, one-time revenues, and ARPA funds.

Performance Indicators

Finance Director Pilo reviewed the performance indicators for programs related to the City goals.

Council discussion ensued regarding revisiting targets to a more realistic target, average number of developed park acreage maintained per full time Parks Maintenance, Shop with a Cop program, and positive police engagement.

Ms. Pilo stated this was the first attempt at performance indicators. These will be improved for the next budget cycle.

Mr. Appleton responded to questions.

2023 Year End Review

Finance Director Pilo reviewed the 2023 budget and actuals, and 2024 budget for revenue, expenses, and ending fund balance (EFB). The 2024 Estimated EFB is \$151,809,184.

Council discussion ensued regarding unassigned fund balance, bond rating, and ClearGov.

Financial Forecasts

Finance Director Pilo reviewed the General Fund (GF) Financial Forecast: updated with 2023 Actuals and 2024 Amended Budget. Future Year Assumptions revenues and expenditures. Projections are created to provide guidance.

Council discussion ensued regarding how to further push out expenditures being more than revenues, and the forecast.

Ms. Pilo stated staff will follow up on the conversations held today and requested financial policies input by April 30.

Council thanked staff for this workshop.

EXECUTIVE SESSION: None

ADJOURNED: MAYOR EGAL ADJOURNED THE MEETING AT 7:09 P.M.