

# City of SeaTac

## 2012 Budget Workshop 3

### Minute Synopsis

October 15, 2011 (Saturday)  
9:00 AM

City Hall  
Council Chambers

**COUNCIL PRESENT:** Mayor Terry Anderson, Deputy Mayor (DM) Gene Fisher, Councilmembers (CMs) Rick Forschler, Anthony (Tony) Anderson, Pam Fernald, and Mia Gregerson and Ralph Shape.

**STAFF PRESENT:** City Manager Todd Cutts, City Attorney Mary Mirante Bartolo, Interim Finance Director Joyce Papke, Municipal Court Judge Elizabeth Cordi-Bejarano, Human Resources (HR) Director Anh Hoang, Public Works (PW) Director Tom Gut, Facilities Manager Pat Patterson, Parks & Recreation (P&R) Director Kit Ledbetter, Systems Administrator Bart Perman, Police Chief Jim Graddon, Police Administrative Captain Annette Louie, Department Economic Development (ED) Manager Jeff Robinson, Planning Manager Barbara Nelson, Senior Planner Al Torrico, Assistant Finance Director Brenda Rolph, Fire Chief Jim Schneider, and Assistant Fire Chief Brian Wiwel.

**Presentation regarding Organizational Alignment, Performance Measures and Process Improvements**

City Manager Cutts stated that at the October 7 Budget Workshop 1, Council expressed interest in the Organizational Alignment and Process Improvement decision card discussed as part of the City Manager's Office budget requests. However, Council requested additional information. Mr. Cutts introduced CEPTARA Founder Chris Lindstrom. Mr. Lindstrom presented Council with the proposal for SeaTac.

Discussion ensued regarding the proposal.

Mr. Cutts clarified that he reached out to Mr. Lindstrom to help build the scope for the purpose of a decision card. However, if the decision card is approved to use these tools, staff would use a Request for Proposals (RFP) process to solicit other proposals.

**Decision Cards**

Mr. Cutts presented a listing of decision cards, including his recommendations for funding. Council and staff discussion ensued regarding each decision card with the following tentative consensus reached:

General Fund (GF)

Department	Decision Card	Cost	Funded/Unfunded
Municipal Court	Electronic Document Software	\$60,000 (net)	one-time funded from the 301 Municipal Capital Improvement Fund
HR	Succession Planning	\$28,052	unfunded
HR	Citywide Employee Trip Reduction Program	\$23,059	\$13,950 ongoing funded \$9,109 unfunded .1 full-time employee
HR	Civil Service Professional Services Examinations	\$9,500	ongoing funded
Police	Joint Police and Fire Fireworks Emphasis Patrol and Community Notification	\$17,000	\$10,000 one-time pilot project funded
Fire	Community Assistance Referral and Education Services (CARES) Program	\$7,500	ongoing funded
P&R	Tub Lake Trail Master Plan	\$18,000	one-time funded from the Parks 2 Levy funding that is usually transferred to the 301 Fund
Community & Economic Development (CED)	Program Manager – Building Division	\$122,631	to be discussed at the 2012 Budget Workshop 4

Contingency Fund #103 (Note: no decision cards were funded directly out of this account.)

Department	Decision Card	Cost	Funded/Unfunded
City Council	Vision/Goal Setting Facilitation	\$6,500	one-time funded from the GF
City Manager	Citizen Satisfaction Assessment	\$16,000	one-time funded from the GF
City Manager	Organizational Alignment and Improvement	\$220,000	unfunded
HR	Facilitation and Leadership Training	\$5,000	one-time funded from the GF
CED	Major Comprehensive Plan (CP) Update	\$60,000	one-time funded from the GF
CED	Zoning Code Update Consultant	\$60,000	unfunded

**Decision Cards (Continued):**

**Surface Water Management (SWM) Fund #403**

<b>Decision Card</b>	<b>Cost</b>	<b>Funded/Unfunded</b>
National Pollutant Discharge Elimination System (NPDES) Permit Legal Fund	\$25,000	one-time funded
Stormwater Management CP Update	\$230,000	one-time funded

**2012–2017 Citywide Capital Improvement Program (CIP):**

**Review of CIP, led by involved departments, and including all 2012 budgeted elements**

Due to time constraints, the CIP was not discussed. It will be discussed at a future budget workshop.

**Confirm and Plan 4<sup>th</sup> Budget Workshop**

Budget Workshop 4 will be held Friday, October 21, 2011, at 1 p.m.

**Public Comments:**

Earl Gipson spoke against the following: (1) SeaTac Center revenues being used in the GF; (2) decision card for citizen satisfaction; and (3) decision card for a consultant for facilitation.

Council 2012 Budget Workshop 3 was closed at 3:58 p.m.