

City of SeaTac

2013-2014 Budget Workshop 4 Minutes Synopsis

October 20, 2012 (Saturday)

9:00 AM

City Hall

Council Chambers

CALL TO ORDER: Mayor Anthony (Tony) Anderson called the meeting to order at 9:03 a.m. and recessed to a meeting exempt from the Open Public Meetings Act (OPMA) per Revised Code of Washington (RCW) 42.30.140(4)(a). Mayor A. Anderson reconvened the meeting at 10:05 a.m.

COUNCIL PRESENT: Mayor Anthony (Tony) Anderson, Deputy Mayor (DM) Mia Gregerson, Councilmembers (CMs) Barry Ladenburg, Rick Forschler, Terry Anderson, Dave Bush, and Pam Fernald.

STAFF PRESENT: City Manager Todd Cutts, City Clerk Kristina Gregg, City Attorney Mary Mirante Bartolo, Finance & Systems Director Aaron Antin, Assistant City Manager (ACM) Gwen Voelpel, Economic Development (ED) Manager Jeff Robinson, Public Works (PW) Director Tom Gut, Human Resources (HR) Director Anh Hoang, and Parks & Recreation (P&R) Director Kit Ledbetter.

Finance & Systems Director Antin stated that public hearings (PH) will occur at the November 13 Regular Council Meeting (RCM) on the property tax and 2013-2014 Biennial Budget. Also at that meeting will be the Council's first opportunity to adopt the budget.

Mr. Antin updated Council on some items that have changed since they were first presented: (1) building plan/plan check revenue 2012 projection increased by \$106,000; (2) Community and Economic Development (CED) Planning – expense savings of \$60,000; (3) City Manager's Office - added citizen survey in 2014 for \$19,000, and (4) changes to the Human Services (HS) Contract line, set to be 1.5% of the General Fund (GF) for 2013 and 2014.

The GF year-end estimate for 2013-2014 is now \$405,046. The City Manager recommended decision cards for the GF total \$86,570. The GF year-end 2014 balance after funding the City Manager recommended decision cards = \$318,476.

Discussion ensued about the 1% annual increase in the regular property tax (approximately \$130,000). Staff did not receive any direction to remove or adjust the 1% increase being budgeted.

DECISION CARDS:

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

GF	Department	Decision Card	Cost	Funded/Unfunded
	Municipal Court	Community Outreach program	\$3,859	ongoing funded
	Municipal Court	Lead judicial Support Specialist	\$8,100	ongoing funded
	City Clerk	Part-Time Records Coordinator	\$2,010 (net)	ongoing funded / Total cost is \$57,410. Costs are offset by other committed savings.
	City Clerk	Automated Agenda Software program	\$20,000 one-time / \$2,000 ongoing	\$20,000 one-time / \$2,000 ongoing – research options that would allow program to be used for multiple functions
	HR	Association of Washington Cities (AWC)-Retro Program	\$37,500	\$25,000 one-time funded / \$12,500 ongoing funded. Costs are offset by other committed savings or revenues.
	HR	Health Insurance Broker to assist Task Force	\$15,000	one-time funded

CM Forschler left at this point in the meeting.

Council recessed from 11:28 to 11:42 a.m.

DECISION CARDS (Continued):

GF (Continued):

Department	Decision Card	Cost	Funded/Unfunded
HR	Professional Services to revise Personnel policy Manual	\$65,000	Unfunded
HR	Employee Recognition and Awards Banquet	\$5,000	ongoing funded
PW	Solid Waste Consultant (May 2014 Contract)	\$18,000	one-time funded / Costs are offset by other committed savings or revenues.

CM Forschler returned at this point in the meeting.

GF (Continued):

Department	Decision Card	Cost	Funded/Unfunded
P&R	July 4 th Celebration at Angle Lake Park	\$10,000	ongoing funded / Costs are offset by new revenues
P&R	Preschool Instructor (2014 budget - \$17,325)	\$16,500	ongoing funded / Costs are offset by other committed savings or revenues.

Transit Planning Fund #106

Decision Card	Cost	Funded/Unfunded
South 200 th Street Station Area: Tech Assist Consultant	\$17,500	one-time funded
South 200 th Street Planning Area	\$40,000	one-time funded

Surface Water Management (SWM) Fund #403

Decision Card	Cost	Funded/Unfunded
Vactor Truck	\$151,000	one-time funded / Total cost is \$350,000. Costs are offset by other committed savings or revenues.
Regional Water Quality Monitoring (2014 request)	\$17,832	ongoing funded
Street Sweeper	\$275,000	one-time funded
Customized Catch Basin form/report (2014)	\$15,000	one-time funded

Discussion ensued regarding equipment replacement.

PLAN 5TH BUDGET WORKSHOP, OCTOBER 26, 2012: Budget Workshop 5 is not needed.

Council 2013-2014 Budget Workshop 4 was closed at 12:25 p.m.