



**COMMISSION  
AGENDA MEMORANDUM**

**Item No.** 8b

**ACTION ITEM**

**Date of Meeting** November 12, 2019

**DATE:** November 1, 2019

**TO:** Stephen P. Metruck, Executive Director

**FROM:** Dan Thomas, Chief Financial Officer  
Michael Tong, Director, Corporate Budget

**SUBJECT:** Introduction and Public Hearing of Resolution No. 3764, specifying the dollar and percentage change in the regular property levy from the previous year per RCW 84.55.120; providing for an increase of the levy from \$74,160,000 to \$76,384,800.

**ACTION REQUESTED**

Request Introduction and public hearing of Resolution No. 3764: A resolution of the Port Commission of the Port of Seattle specifying the dollar and percentage change in the regular property levy from the previous year per RCW 84.55.120; providing for a 3 percent increase of the levy from \$74,160,000 to \$76,384,800.

**EXECUTIVE SUMMARY**

RCW 84.55.120 requires Washington State taxing districts to adopt a separate ordinance or resolution specifically authorizing any increase in property tax levies. The resolution must also specifically state the dollar increase and percentage change in the levy from the previous year. In connection with the Port's proposed 2020 budget, Resolution No. 3764 authorizes an increase of \$2,224,800, a 3.0 percent increase in the Port tax levy from 2019. Excluding the new construction and refund amount, the increase is \$1,035,306 or 1.4 percent from 2019 for tax filing purposes. The Port's estimated levy rate for 2020 is \$0.012 per thousand of assessed value compared to \$0.0123 per thousand in 2019.

**ADDITIONAL BACKGROUND**

The budget process includes planning, setting up and testing new budget modules in the budget system, budget user training, department strategic and business planning, publishing budget guidelines, establishing budget targets, entering budget data into the system, running budget allocations and budget reports, conducting department and division reviews, executive reviews, and Commission reviews, preparing and publishing the preliminary budget document, a public hearing, adoption of the final budget, filing the statutory budget with the King County Council and Assessor's Office, and the preparation and release of the final budget document.

Prior to the Introduction and Public Hearing of the preliminary 2020 Budget on November 12, 2019, staff has provided 10 briefings to the Commission. The preliminary 2020 Budget was

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provided to the Port Commission on October 22, 2019, and was made available to the general public on October 24, 2019. An announcement of the preliminary budget and public hearing was made in the Daily Journal of Commerce newspaper on October 30, 2019.

After the public hearing and Commission adoption of a final plan, the statutory budget will be filed with the King County Council and King County Assessor as required by law. The final 2020 Budget and Draft Plan of Finance will be released to the public by December 13, 2019.

**ATTACHMENTS TO THIS REQUEST**

- (1) Draft Resolution No. 3764
- (2) Presentation slides

**PREVIOUS COMMISSION ACTIONS OR BRIEFINGS**

- October 22, 2019 – 2020 Tax Levy and 2020-2024 Draft Plan of Finance Briefing
- October 22, 2019 – Maritime and Economic Development 2020 -2024 CIP Briefing
- October 8, 2019 – 2020 Maritime and Economic Development Divisions Operating Budgets Briefing
- October 8, 2019 (AM) – 2020 Aviation Division Operating and Capital Budgets Briefing
- September 24, 2019 – 2020 Central Services Preliminary Budget Briefing
- August 13, 2019 – 2020 Maritime and EDD CIP and Funding Discussion
- July 9, 2019 – 2020 EDD Business Plan and Budget Development Briefing
- June 25, 2019 – 2020 Maritime Business Plan and Budget Development Briefing
- June 11, 2019 – 2020 Aviation Business Plan and Budget Development Briefing
- June 4, 2019 – 2020 Budget Special Meeting