

CITY COUNCIL AGENDA ITEM
CITY OF SHORELINE, WASHINGTON

AGENDA TITLE:	Adoption of Ordinance No. 740 - 2016 Budget Amendment		
DEPARTMENT:	Administrative Services		
PRESENTED BY:	Sara Lane, Administrative Services Director Rick Kirkwood, Budget Supervisor		
ACTION:	<input checked="" type="checkbox"/> Ordinance	<input type="checkbox"/> Resolution	<input type="checkbox"/> Motion
	<input type="checkbox"/> Discussion	<input type="checkbox"/> Public Hearing	

PROBLEM/ISSUE STATEMENT:

On February 1, 2016 Council discussed the need for additional capital project resources in order to deliver the projects included in the 2016-2021 Capital Improvement Plan (CIP) that were unknown at the time that the 2016 budget was adopted by Council in November 2015. The Public Works Department is requesting two (2) Engineer II – Capital Projects regular full-time equivalent (FTE) positions in order to be able to deliver the projects and programs approved in the 2016-2021 CIP.

Staff is requesting that the 2016 budget be amended by increasing the number of approved FTEs for the Public Works Department from 40 to 42. Proposed Ordinance No. 740 provides for this budget amendment.

Although this item was discussed on February 1, 2016, tonight's proposed adoption of Ordinance No. 740 is the first time this ordinance has been on the Council's agenda. As such, Council will need to waive Council Rule 3.5 that requires three readings for ordinances scheduled for Council action if Council wants to adopt proposed Ordinance No. 740 tonight.

RESOURCE/FINANCIAL IMPACT:

Proposed Ordinance No. 740 increases the number of approved FTEs by two for the Public Works Department from 40 to 42 but does not increase the expenditures in the budget, as staff will assess the currently authorized projects and re-allocate staff based on the tiers and priorities.

RECOMMENDATION

Staff recommends that Council waive Council Rule of Procedure 3.5 and adopt Ordinance No. 740 amending the 2016 budget by increasing the number of approved FTEs for the Public Works Department from 40 to 42.

Approved By: City Manager **DT** City Attorney **MK**

BACKGROUND

On February 1, 2016 Council discussed the need for additional capital project resources in order to deliver the projects included in the 2016-2021 CIP that were unknown at the time that the 2016 budget was adopted by Council in November 2015. The staff report and attachment for this February 1 discussion can be found at the following link: <http://cosweb.ci.shoreline.wa.us/uploads/attachments/cck/council/staffreports/2016/staffreport020116-8b.pdf>.

At that time, staff recommended the addition of two (2) three-year term-limited 1.00 FTE Engineer II – Capital Projects positions. During the discussion, Council expressed support to add regular full-time positions rather than term-limited positions recognizing the risks associated with attracting and retaining term-limited positions throughout the length of the capital projects. The Council also recognized that with the projects included in the adopted 2016-2021 CIP and likelihood that additional projects will be added in the foreseeable future, the City would be able to recruit and retain higher caliber employees by not limiting the term of the positions.

During the discussion, Council inquired if there are any differences between any elements of compensation or employment of a term-limited employee as compared to a regular employee. Staff confirmed there are no differences in salaries, benefits or other elements of compensation between these two types of employees. However, there could be an unemployment cost if an employee is terminated. Layoff benefits (job search assistance, time off for interviewing, cash out of 10% of sick leave balances, etc.) are provided for regular employees, while they would not be extended to limited-term employees.

Based on this discussion, the Public Works Department is now requesting two (2) Engineer II – Capital Projects regular 1.00 FTE positions in order to be able to deliver the projects and programs approved in the 2016-2021 CIP.

DISCUSSION

Staff is requesting that the 2016 budget be amended by increasing the number of approved FTEs for the Public Works Department from 40 to 42 to accommodate this request. Proposed Ordinance No. 740 (Attachment A) provides for this budget amendment.

Although this item was discussed on February 1, 2016, tonight's proposed adoption of Ordinance No. 740 is the first time this ordinance has been on the Council's agenda. As such, Council will need to waive Council Rule 3.5 that requires three readings for ordinances scheduled for Council action if Council wants to adopt proposed Ordinance No. 740 tonight.

RESOURCE/FINANCIAL IMPACT

Proposed Ordinance No. 740 increases the number of approved FTEs by two for the Public Works Department from 40 to 42 but does not increase the expenditures in the

budget, as staff will assess the currently authorized projects and re-allocate staff based on the tiers and priorities.

RECOMMENDATION

Staff recommends that Council waive Council Rule of Procedure 3.5 and adopt Ordinance No. 740 amending the 2016 budget by increasing the number of approved FTEs for the Public Works Department from 40 to 42.

ATTACHMENTS

Attachment A: Proposed Ordinance No. 740

ORDINANCE NO. 740**AN ORDINANCE OF THE CITY OF SHORELINE, WASHINGTON,
AMENDING THE ANNUAL BUDGET OF THE CITY OF SHORELINE
FOR THE YEAR 2016 TO INCLUDE ADDITIONAL PERSONNEL FOR
THE PUBLIC WORKS DEPARTMENT**

WHEREAS, as required by the Revised Code of Washington (RCW), Chapter 35A.33, on November 23, 2015, the City adopted the 2016 Annual Budget through the enactment of Ordinance No. 728; and

WHEREAS, Ordinance No. 728 also adopted the 2016-2021 Capital Improvement Plan (2016-2021 CIP); and

WHEREAS, subsequent to the enactment of Ordinance No. 728, it was determined that additional personnel were needed in order to deliver the projects and programs approved in the 2016-2021 CIP; and

WHEREAS, the 2016 Annual Budget needs to be amended to increase the number of full-time equivalent employees for the Public Works Department to fulfill this need; now therefore

**THE CITY COUNCIL OF THE CITY OF SHORELINE, WASHINGTON, DO
ORDAIN AS FOLLOWS:**

Section 1. 2016 Budget Amended. The 2016 Final Budget for the City of Shoreline, as enacted by Ordinance No. 728, is amended to increase the number of full-time equivalent employees (FTE) for the Public Works Department from 40 FTEs to 42 FTEs. All references to total FTEs for the City and the Public Works Department shall be amended to reflect this increase.

Section 2. Severability. Should any section, paragraph, sentence, clause or phrase of this ordinance, or its application to any person or circumstance, be declared unconstitutional or otherwise invalid for any reason, or should any portion of this ordinance be preempted by state or federal law or regulation, such decision or preemption shall not affect the validity of the remaining portions of this ordinance or its application to other persons or circumstances.

Section 3. Effective Date. A summary of this ordinance consisting of its title shall be published in the official newspaper of the City. The ordinance shall take effect five days from publication.

ADOPTED BY THE CITY COUNCIL ON FEBRUARY 22, 2016

Christopher Roberts, Mayor

ATTEST:

APPROVED AS TO FORM:

Jessica Simulcik-Smith
City Clerk

Margaret King
City Attorney

Date of Publication: , 2016
Effective Date: , 2016