

CITY COUNCIL AGENDA ITEM
CITY OF SHORELINE, WASHINGTON

AGENDA TITLE:	Approval of Ordinance No. 378 to Reclassify Two Positions Within the City's Classification and Compensation Plan
DEPARTMENT:	Human Resources
PRESENTED BY:	Marci Wright, Human Resources Director Tim Stewart, Planning and Development Services Director

ISSUE STATEMENT: The Planning and Development Services Department has identified an opportunity to provide improved service to its customers by authorizing its project inspectors to perform plans examinations in the field. In addition, project inspectors are now required to perform plumbing inspections, an additional service by the City that used to be contracted. As a result of these and related changes, the Department wishes to reclassify its two existing Project Inspector II to a new classification, Combination Inspector.

ANALYSIS: The additional services provided to customers will include:

1. Performance of plans examination in the field on simple homeowner projects, such as deck installation and basic remodels, to allow decisions to be made on the spot with customers rather than the inspector simply acting as an intermediary between the customer and the in-office plans examiner;
2. Performance of plumbing inspections;
3. Increased exercise of discretionary decision-making in the field, as recommended by the Department's recent performance audit

These additional duties require skill, experience and certification beyond that required of the existing Project Inspector classification. The approach of creating a combination inspector is consistent with classifications used by many Puget Sound region cities.

As a result, we recommend the creation of a new classification: Combination Inspector. This new classification will be assigned to Range 48, which is 5% above the current Project Inspector II classification (Range 46).

FINANCIAL IMPACT: The 2005 cost to implement this reclassification is approximately \$4,500 and can be absorbed within the current general fund.

RECOMMENDATION

Staff recommends that Council adopt Ordinance No. 378 reclassifying the two Project Inspector II positions to Combination Inspector and adding this new classification to the City of Shoreline Classification and Compensation Plan.

ATTACHMENTS

Attachment A – Ordinance No. 378 Reclassifying the two Project Inspector II Positions in the Planning and Development Services Department to a New Classification Entitled Combination Inspector and Amending Ordinance No. 373 By Amending The 2005 Non-Exempt Salary Table To Add This Classification

Approved By:

City Manager

A circular stamp containing a signature, likely the official seal of the City Manager.

City Attorney

A handwritten signature, likely of the City Attorney.

ORDINANCE NO. 378

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF SHORELINE, WASHINGTON, RECLASSIFYING TWO PROJECT INSPECTOR II POSITIONS IN THE PLANNING AND DEVELOPMENT SERVICES DEPARTMENT TO A NEW CLASSIFICATION ENTITLED COMBINATION INSPECTOR AND AMENDING ORDINANCE NO. 373, BY AMENDING THE 2005 NON-EXEMPT SALARY TABLE TO ADD THIS CLASSIFICATION

WHEREAS, Ordinance No. 373 amended the 2005 Final Budget for the City of Shoreline (hereafter "2005 Budget"); and

WHEREAS, City staff has determined it is appropriate to reclassify the two Project Inspector II positions within the Planning and Development Services Department to a new classification Combination Inspector; and

WHEREAS, a salary range should be set commensurate with the new classification; and

WHEREAS, the Combination Inspectors will continue to work in the Planning and Development Services Department and no amendments to the Department's 2005 budget are needed;

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

Section 1. Amendment to the 2005 Budget Summary. The City hereby amends Section 1 of Ordinance No. 373 by making the following revisions to the 2005 Non-Exempt Salary Table, 2005 Adopted Budget, Appendix ("Table"):

A new classification designated "Combination Inspector" is added to Range 48 of the Table.

Section 2. Effective date. A summary of this ordinance consisting of its title shall be published in the official newspaper of the City and the ordinance shall take effect and be in full force five (5) days after the date of publication.

PASSED BY THE CITY COUNCIL ON MARCH 28, 2005.

Ronald B. Hansen, Mayor

ATTEST:

APPROVED AS TO FORM:

Sharon Mattioli
City Clerk

Ian Sievers
City Attorney

Date of Publication: March 31, 2005
Effective Date: April 5, 2005

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