

June 18, 2018

## CITY COUNCIL AGENDA MEMORANDUM

### **SUBJECT**

Ordinance amending Ordinance 6389, adopted November 27, 2017, as previously amended, to increase the appropriation to the 2017-2018 General Fund budget by a net of \$105,000 (total cost increase is \$210,000, which is offset by a \$105,000 reduction to Council operating contingency as previously appropriated) and the Development Services Fund budget by \$70,000 to allow Council priorities to proceed within the 2018-2020 timeframe.

### **FISCAL IMPACT**

This action authorizes up to 2.0 positions in the General Fund and up to 1.0 position in the Development Services Fund and associated maintenance and operating expenses to allow for Council priorities 7, 10, 14, 15, 20 and 22 to proceed within the 2018-2020 timeframe, as well as projects not identified within the priorities. The total General Fund increase is \$210,000 of which \$105,000 is offset by Council operating contingency as previously appropriated, leaving an appropriation adjustment of \$105,000 for the General Fund. The Development Services Fund budget increases by \$70,000. The 2018 expenses assume a partial year hire.

#### **General Fund**

Sr. Planner	\$70,000
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Funding Transfer to Development Services Fund	<u>70,000</u>
Subtotal	\$210,000
Council Contingency Offset	<u>(105,000)</u>
TOTAL	\$105,000

#### **Development Services Fund**

Sr. Land Use Professional	<u>\$70,000</u>
TOTAL	\$70,000

Future personnel costs will be requested in the 2019-2020 operating budgets at a total estimated annual cost of \$400,000.

### **STAFF CONTACTS**

Toni Call, Director, 452-7863

#### ***Finance Department***

Mac Cummins, Director, 452-6191

#### ***Department of Planning and Community Development***

Mike Brennan, Director, 452-4113

#### ***Development Services Department***

## **POLICY CONSIDERATION**

2018-2020 Council Priorities as adopted on May 7. In response, Council directed staff to return with a budget amendment on the consent calendar for additional investment to accomplish several of the Council Priorities.

## **BACKGROUND**

On May 7, Council adopted their Vision and 2018-2020 Priorities with a 7-0 vote. The Council vision and priorities were developed at the January 2018 Council retreat and the March 2018 follow-up session. In addition, on May 7, Council directed staff to return with a budget amendment for additional investment. While generally the work to further each of the Council priorities can be accomplished within existing resources through shifting priorities and managing scope, an additional investment is required in the area of land use planning and policy. The additional investment advances critical work across four of the seven priorities: High Quality Built and Natural Environment; Great Places Where You Want to Be; Achieving Human Potential; and High-Performance Government; specifically priorities, 7, 10, 14, 15, 20 and 22. The body of work to update the comprehensive plan and land use and other codes is one that requires major engagement with the community and the City Council. To allow for these Council priorities to proceed within the 2018-2020 timeframe, along with other priority work underway, the addition of three new full-time equivalent employees (FTEs) are requested for Council authorization, identified as two senior planners within the Planning and Community Development Department, and one Code and Policy position within Development Services. The additional staff requested will allow current projects to proceed and the research, public outreach, code and policy development, and technical analysis for items such as the civic center plan, grand connection, neighborhood area planning, and other initiatives identified in the Council priorities to be completed during the 2018-2020 time period.

This Ordinance authorizes up to 2.0 positions in the General Fund and up to 1.0 position in the Development Services Fund and associated maintenance and operating expenses. The total General Fund increase is \$210,000 of which \$105,000 is transferred from Council operating contingency as previously appropriated, leaving an appropriation adjustment of \$105,000 for the General Fund. The Development Services Fund budget increases by \$70,000. The positions will be funded by Council's operating contingency and existing general fund resources. 2018 expenses assume July hiring. Annual position costs will be approximately \$400,000 beginning in 2019 and will be requested in the 2019-2020 operating budgets.

## **EFFECTIVE DATE**

If approved, this Ordinance becomes effective on June 28, 2018.

## **OPTIONS**

1. Adopt the Ordinance amending Ordinance 6389, adopted November 27, 2017, as previously amended, to increase the appropriation to the 2017-2018 General Fund budget by a net of \$105,000 (total cost increase is \$210,000, which is offset by a \$105,000 reduction to Council operating contingency as previously appropriated) and the Development Services Fund budget by \$70,000 to allow Council priorities to proceed within the 2018-2020 timeframe.
2. Do not adopt the Ordinance and provide alternative direction to staff.

**RECOMMENDATION**

Option 1

**MOTION**

Move to adopt Ordinance No. 6418 amending Ordinance 6389, adopted November 27, 2017, as previously amended, to increase the appropriation to the 2017-2018 General Fund budget by a net of \$105,000 (total cost increase is \$210,000, which is offset by a \$105,000 reduction to Council operating contingency as previously appropriated) and the Development Services Fund budget by \$70,000 to allow Council priorities to proceed within the 2018-2020 timeframe.

**ATTACHMENTS**

A. 2018-2020 Priorities

Proposed Ordinance No. 6418

**AVAILABLE IN COUNCIL DOCUMENT LIBRARY**

N/A