

## Legislation Text

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**File #:** BILL NO. 19-189, **Version:** 1

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An Ordinance approving Amendment No. 3 to the Budget for the Fiscal Year ending June 30, 2020, as adopted by Ordinance No. 8643 and Ordinance No. 8652, by Amending the Authorized Allocation of Full Time Equivalents for Certain Positions within the Development Services Department. (F&BC 8-12-19)

Issue/Request:

An Ordinance Approving Amendment No. 3 to the Budget for the Fiscal Year ending June 30, 2020, as adopted by Ordinance No. 8643 and Ordinance No. 8652, by Amending the Authorized Allocation of Full Time Equivalents for Certain Positions within the Development Services Department.

Key Issues:

The Development Services Department has identified changes to certain positions which would increase efficiencies and better meet the needs of the City.

The Development Services Department has Development Technician positions and Permit Technician positions. The positions have similar duties and responsibilities. The Development Services Department is proposing to combine the two positions into one position by converting two Permit Technician positions into two Development Technician positions. The Development Technician position is already an approved position in the Pay and Classification Plan. This change would not increase the approved total expenditures or the total full time equivalents for the Development Services Department.

The Development Services Department currently has a Planner position that is vacant. The department is proposing to convert the Planner position into a Staff Engineer position in order to better meet the needs of the City. The Staff Engineer position is already an approved position in the Pay and Classification Plan. This change would not increase the approved total expenditures or the total full time equivalents for the Development Services Department.

The proposed changes to the positions are outlined in Exhibit A.

Proposed Council Motion:

FIRST MOTION: I move for second reading of an Ordinance approving Amendment No. 3 to the Budget for the Fiscal Year ending June 30, 2020, as adopted by Ordinance No. 8643 and Ordinance No. 8652, by Amending the Authorized Allocation of Full Time Equivalents for Certain Positions within the Development Services Department.

SECOND MOTION: I move for adoption of an Ordinance approving Amendment No. 3 to the Budget for the Fiscal Year ending June 30, 2020, as adopted by Ordinance No. 8643 and Ordinance No. 8652, by Amending the Authorized Allocation of Full Time Equivalents for Certain Positions within the Development Services

Department.

Background:

One of the documents included as part of the budget was the Budget Summary report. The Budget Summary listed the number and type of Full Time Equivalent positions for departments. This ordinance will amend the number and type of Full Time Equivalents for certain positions that was originally adopted as part of the FY20 Budget. Exhibit A outlines the changes on the Budget Summary for the Development Services Department.

Impact/Analysis:

The proposed ordinance will not amend the total expenditures or the total number of Full Time Equivalent positions for the Development Services Department. Rather, the proposed ordinance will only amend the authorized allocations of Full Time Equivalents for certain positions within the Development Services Department.

Chris Clubine, Management Analyst

Recommendation: Staff recommends approval of the ordinance.

Finance and Budget Committee: On motion of Councilmember Forte, second by Councilmember Lopez the Committee voted unanimously (Carlyle Absent) to recommend approval to the City Council of an Ordinance approving Amendment No. 3 to the Budget for the Fiscal Year ending June 30, 2020, as adopted by Ordinance No. 8643 and Ordinance No. 8652, by Amending the Authorized Allocation of Full Time Equivalents for Certain Positions within the Development Services Department.