

2018 Seattle City Council Green Sheet

Ready for Notebook

|     |        |        |         |
|-----|--------|--------|---------|
| Tab | Action | Option | Version |
| 139 | 2      | A      | 1       |

**Budget Action Title:** Add \$75,000 GSF for a 0.5 FTE term limited position in SDCI to develop an enhanced Vacant Building Monitoring Program

Ongoing: No

Has CIP Amendment: No Has Budget Proviso: No

Primary Sponsor: Herbold, Lisa

Councilmembers: Johnson; O'Brien

Staff Analyst: Aly Pennucci

Council Bill or Resolution:

| Date |         | Total | SB | KH | LG | BH | LH | RJ | DJ | MO | KS |
|------|---------|-------|----|----|----|----|----|----|----|----|----|
|      | Yes     |       |    |    |    |    |    |    |    |    |    |
|      | No      |       |    |    |    |    |    |    |    |    |    |
|      | Abstain |       |    |    |    |    |    |    |    |    |    |
|      | Absent  |       |    |    |    |    |    |    |    |    |    |

**Summary of Dollar Effect**

See the following pages for detailed technical information

|                                       | 2017 Increase (Decrease) | 2018 Increase (Decrease) |
|---------------------------------------|--------------------------|--------------------------|
| <b>General Subfund</b>                |                          |                          |
| General Subfund Revenues              | \$0                      | \$0                      |
| General Subfund Expenditures          | \$0                      | \$75,000                 |
| Net Balance Effect                    | \$0                      | (\$75,000)               |
| <b>Other Funds</b>                    |                          |                          |
| Planning and Development Fund (15700) |                          |                          |
| Revenues                              | \$0                      | \$75,000                 |
| Expenditures                          | \$0                      | \$75,000                 |
| Net Balance Effect                    | \$0                      | \$0                      |
|                                       |                          |                          |
|                                       |                          |                          |
| <b>Total Budget Balance Effect</b>    | <b>\$0</b>               | <b>(\$75,000)</b>        |

**Budget Action description:**

This green sheet would add \$75,000 to the Seattle Department of Construction and Inspections' (SDCI) Code Development team for a term limited, 0.5 FTE Senior Planning and Development Specialist position, that

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would sunset in December 2018. This position would develop an enhanced Vacant Building Monitoring Program. This position would:

- lead the research and policy development process,
- coordinate with other city agencies and other jurisdictions,
- write and present policy options to the Council,
- write any needed code changes,
- ensure any needed technology changes are put in place for tracking, billing, or other monitoring tasks,
- lead the development of internal procedures and training materials, and
- develop outreach and education materials, ensuring they are translated into key languages and made easily available to immigrant, refugee, and other historically underrepresented communities.

**Background:**

In [Ordinance 125399](#), the City Council requested the Director of the SDCI to submit a report with policy options no later than March 31, 2018, to enhance the Vacant Building Monitoring program. In addition to the report with options, the Director was asked to submit by September 25, 2017, a preliminary estimate of start-up costs needed for an enhanced VBM program. SDCI reported that to fully respond to the Council request by March 31, 2018, SDCI would need one 0.5 FTE funded for one year.

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**Budget Action Transactions**

**Budget Action Title:** Add \$75,000 GSF for a 0.5 FTE term limited position in SDCI to develop an enhanced Vacant Building Monitoring Program

| # | Transaction Description  | Position Title        | Number of Positions | FTE | Dept | BCL or Revenue Source         | Summit Code | Fund  | Year | Revenue Amount | Expenditure Amount |
|---|--|-----------------------|---------------------|-----|------|-------------------------------|-------------|-------|------|----------------|--------------------|
| 1 | Increase GSF support for a term limited position in code development     |                       |                     |     | FG   | Planning and Development Fund | Q5971570    | 00100 | 2018 |                | \$75,000           |
| 2 | Increase revenue from GSF for code development staff                     |                       |                     |     | SDCI | General Subfund Support       | 587001      | 15700 | 2018 | \$75,000       |                    |
| 3 | Increase appropriation and add term limited position in code development | Plng&Dev Spec,Sr - PT | 1                   | 0.5 | SDCI | Code Compliance               | U2400       | 15700 | 2018 |                | \$75,000           |