Ordinance No. 3714

(Amending or Repealing Ordinances)

CFN=0186 – Budget
Passed – 9/21/04
2004 General Fund Budget Adjustment-Permit Processing Needs
AN ORDINANCE of the City Council of the City of Kent, Washington, amending the 2004 budget for adjustments relating to development permit processing.

RECITALS

A. Approximately six (6) months ago, the City Council approved a temporary increase to its staffing relating to development permit processing in order to accommodate what appeared to be a temporary increase in building activity in the City of Kent.

B. The previously approved temporary staffing increase was for a six month period and is now coming to an end.

C. It now appears that this increase in building permit activity is not temporary, but rather is an indicator of increased and prolonged building activity in the City of Kent.

D. Typically, City staff manage and process building permits for building projects with a total value of approximately $25 to $30 million in any given month. Recently, however, the total value of building projects in our building permit process "pipeline" has been averaging approximately $70 million per month. Similarly, the number of permit applications and the number of permits issued has increased in the 2004 General Fund Budget Adjustment-Permit Processing Needs.
past year. Unfortunately, the City’s rate of on time building permit review and issuance has declined from ninety-five (95) percent to eighty-five (85) percent. This decline is unacceptable both to City staff and our permit applicant customers, and additional full-time employees are required to handle this dramatic increase in building permit activity and to restore the City’s building permit on time performance.

E. City administration intends to add nine (9) new permit development review and approval positions, all of which will serve and enhance the building and permit center process. Those positions are as follows:

1. Public Works Permit Coordinator.
2. Public Works Engineer II.
4. Community Development Permit Center, Permit Tech. I.
5. Community Development Permit Center, Office Tech III.
6. Community Development Building Services, Plans Examiner.
7. Community Development Building Services, Combination Building Inspector.
8. Fire Department Plans Examiner.

The City will also adjust an open, vacant Planning Assistant position to a Planner position, and apply certain budgeted funds to hire an intern for the department. The Mayor may clarify or amend job descriptions for these positions for that same purpose, and these positions may be changed to more efficiently address the City’s permit review processing needs.

F. In order to pay for these full-time positions, the City will adjust a limited number of plan review and inspection fees to increase revenues and maintain the General Fund end balance.
NOW THEREFORE, THE CITY COUNCIL OF THE CITY OF KENT, WASHINGTON, DOES HEREBY ORDAIN AS FOLLOWS:

ORDINANCE

SECTION 1. – Budget Adjustment. The 2004 City General Fund budget is amended to increase revenues and expenditures by $196,500 and to authorize nine (9) new development permit processing staff positions.

SECTION 2. – Ratification Any act consistent with the authority and prior to the effective date of this resolution is hereby ratified and affirmed.

SECTION 3. – Severability. If any section, sentence, clause or phrase of this ordinance should be held to be invalid or unconstitutional by a court of competent jurisdiction, such invalidity or unconstitutionality shall not affect the validity or constitutionality of any other section, sentence, clause or phrase of this ordinance.

SECTION 4. – Effective Date This ordinance shall take effect and be in force thirty (30) days from and after its passage.

ATTEST:

JIM WHITE, MAYOR
Julie Peterson, Mayor Pro Tem

BRENDA JACOBER, CITY CLERK
Mary Simmons, Deputy City Clerk

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APPROVED AS TO FORM:

TOM BRUBAKER, CITY ATTORNEY

PASSED: 21 day of September, 2004.
APPROVED: 21 day of September, 2004.

I hereby certify that this is a true copy of Ordinance No. 3014 passed by the City Council of the City of Kent, Washington, and approved by the Mayor of the City of Kent as hereon indicated.

(SEAL)

BRENDA YACOB, CITY CLERK
Mary Simmons, Deputy City Clerk

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