



## Request for City Council Committee Action from the Department of Regulatory Services

Date: March 26, 2008

To: Don Samuels, Chair Public Safety & Regulatory Services with referral to  
Paul Ostrow, Chair Ways and Means/Budget Committee

**Subject: FTE increase**

**Recommendation:**

**Authorize increase of 2 FTE, with no added funding, to Department of Regulatory Services & Emergency Preparedness**

**Previous Directives:**

**None**

Prepared by: Lee Larson, Manager of Operations Support, Department of Regulatory Services

Approved by: \_\_\_\_\_  
Rocco Forte, Assistant City Coordinator of Regulatory Services and Emergency Preparedness

Presenters in Committee: Thomas Deegan

**Reviews**

- Permanent Review Committee (PRC): Approval \_N/A\_ Date \_\_\_\_\_
- Policy Review Group (PRG): Approval \_N/A\_ Date \_\_\_\_\_

**Financial Impact**

- No financial impact
- Action requires an appropriation increase to the \_\_\_ Capital Budget or \_\_\_ Operating Budget
- Action provides increased revenue for appropriation increase
- Action requires use of contingency or reserves
- Action is within the Business Plan
- Action requires a change to the Business Plan
- Other financial impact
- Request provided to the Finance Department when provided to the Committee Coordinator

**Community Impact**

- Neighborhood Notification
- City Goals
- Comprehensive Plan
- Zoning Code
- Other

**Supporting Information**

**The Department of Regulatory Services & Emergency Preparedness needs 2.0 FTE added to support the Problem Properties Unit. This unit is undergoing a great deal of work pressure due to the drastic rise in vacant and boarded properties resulting from the foreclosure increase.**

**The Problem Properties Unit is funded through CDBG funding and a revolving fund, where assessment revenue and Vacant & Boarded Building fees are revolved to pay for new nuisance abatements and the expenses of the Problem Properties Unit. There is sufficient funding available in CDBG and the revolving fund to support the 2 new FTE.**