

**2013 - 2014 Seattle City Council Green Sheet**

Ready for Notebook

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42	1	A	1

**Budget Action Title:** Add \$104,033 in 2013 and \$111,288 in 2014 (GSF) for 1 FTE to restore staffing in the DON Historic Preservation Program

**Councilmembers:** Bagshaw; Clark; Rasmussen

**Staff Analyst:** Rebecca Herzfeld

**Council Bill or Resolution:**

Date		Total	SB	BH	TR	RC	TB	NL	JG	SC	MO
	Yes										
	No										
	Abstain										
	Absent										

**Summary of Dollar Effect**

*See the following pages for detailed technical information*

	<b>2013 Increase (Decrease)</b>	<b>2014 Increase (Decrease)</b>
<b>General Subfund</b>		
<b>General Subfund Revenues</b>	\$0	\$0
<b>General Subfund Expenditures</b>	\$104,033	\$111,288
<b>Net Balance Effect</b>	(\$104,033)	(\$111,288)
<b>Total Budget Balance Effect</b>	(\$104,033)	(\$111,288)

**Budget Action description:**

This green sheet would add \$104,033 GSF in 2013 and \$111,288 GSF in 2014 to the Department of Neighborhoods (DON) to add 1.0 FTE in the Historic Preservation Program to restore staffing to 2011 levels.

As part of the 2011 mid-year budget cuts, there was a decrease of 0.25 FTE in the Historic Preservation Program that was later approved by Council as part of the 2012 budget. Due to a reorganization within the department, in 2012 the manager of the Historic Preservation, Major Institutions, and Schools Program was appointed as the manager of Neighborhood Programs in the Community Building Division and now manages two additional programs, the Neighborhood Matching Fund and the P-Patch and Community Garden Program. Because the manager position was not backfilled, the result was an additional reduction of 0.70 FTE.

As shown in the table below, the workload of the Historic Preservation Program staff has continued to increase, even during the nationwide recession. The number of individually designated City Landmarks has also increased significantly in the past five years to more than 450 landmarks, which may account for the large jump in Certificate of Approval Applications. Although the number of nominations was lower in 2010 and 2011, the nominations during those years, and for 2012, have

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been for more complex properties, such as Volunteer Park, Yesler Terrace, the new Sand Point Naval Air Station Historic District, as well as nominations resulting from Light Rail development and Seattle Public School Building Excellence levies.

**Historic Preservation Activity, 2005-2012**

	2005	2006	2007	2008	2009	2010	2011	2012 (to-date)	2012 Estimate*
Total Certificate of Approval applications received for historic districts	286	297	277	254	282	323	334	291	388
Total Certificate of Approval applications received for city-wide landmarks	44	32	46	67	47	84	74	67	89
Nominations reviewed by Landmarks Preservation Board	37	29	29	47	42	19	22	17	23
MUP/SEPA Reviews	26	30	29	30	31	25	26	36	48

\* Assuming current trends continue

Program workload will increase in the next biennium due to the creation last year of the Sand Point Naval Air Station Historic District, the newest of the City’s eight historic districts. Additional work is also expected to be generated by referrals of projects subject to environmental review from the Department of Planning and Development. Historic Preservation staff participates in a large number of interdepartmental initiatives, such as the Pike/Pine Conservation District, Waterfront Seattle, Yesler Terrace, South Lake Union, Streetcar, Unreinforced Masonry Buildings Team, Seawall Replacement Project, and Alaskan Way Viaduct.

Currently, the average review takes 3 days upon of the receipt of the application, and 86% of applications are reviewed within 10 days or less. If previous staffing levels are not restored, the projected increase in the number of applications, as well as an expected increase in the complexity of applications, will likely result in a slower average turnaround time and a lower percentage of applications meeting the goal of 10 days or less (the Municipal Code allows 28 days for review). The delay is likely to be exacerbated for larger, more complex projects.

To restore program staffing, this green sheet proposes to change the Senior Community Development Specialist position that was reduced to 0.75 FTE in 2011 back to full time, and to add a part-time (0.75 FTE) Community Development Specialist position.

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### Budget Action Transactions

**Budget Action Title:** Add \$104,033 in 2013 and \$111,288 in 2014 (GSF) for 1 FTE to restore staffing in the DON Historic Preservation Program

#	Transaction Description	Position Title	Number of Positions	FTE	Dept	BCL or Revenue Source	Summit Code	Fund	Year	Revenue Amount	Expenditure Amount
1	Add part-time position for Hist Pres Program	Com Dev Spec - PT	1	0.75	DON	Community Building	I3300	00100	2013		\$76,897
2	Restore full-time position for Hist Pres Program	Com Dev Spec,Sr - FT	1	1	DON	Community Building	I3300	00100	2013		\$121,811
3	Abrogate part-time position to restore full-time position for Hist Pres Program	Com Dev Spec,Sr - PT	-1	-0.75	DON	Community Building	I3300	00100	2013		(\$94,675)
4	Add part-time position for Hist Pres Program	Com Dev Spec - PT	1	0.75	DON	Community Building	I3300	00100	2014		\$83,290
5	Restore full-time position for Hist Pres Program	Com Dev Spec,Sr - FT	1	1	DON	Community Building	I3300	00100	2014		\$126,033
6	Abrogate part-time position to restore full-time position for Hist Pres Program	Com Dev Spec,Sr - PT	-1	-0.75	DON	Community Building	I3300	00100	2014		(\$98,035)