

CITY OF WOODLAND, WASHINGTON

RESOLUTION NO. 611

A RESOLUTION REGARDING INTERIM AND LONG TERM MEASURES TO IMPROVE THE ADMINISTRATION OF CITY BUSINESS BY CREATING A STRUCTURE TO HAVE A FULL TIME PERSON RESPONSIBLE FOR ADMINISTERING AND MANAGING CITY BUSINESS

Recitals

WHEREAS, during the last twenty years the scope and complexity of municipal responsibilities have grown at an accelerating rate and cities without full time administrators have experienced difficulty in managing municipal responsibilities and programs;

WHEREAS, the City of Woodland has not been immune to these pressures. Woodland has grown in size, both in land area and in population and has been subject to the budgetary pressures arising from national and regional economic problems. These problems make the efficient and effective use of available resources an even greater challenge requiring leadership with prior management experience and prior administrative success. The City's is essentially a \$15 million operation and City staff would benefit from accessible management;

WHEREAS, in recognition of these facts, the City Council on July 19, 2010, commissioned the Prothman Company to examine the administration of the City under its current structure and to recommend changes it believed essential to creating a more efficient organization. Prothman found that the day to day administration of the City could be improved by full time management. Specifically, Prothman found:

"We recommend that the city establishing the position of city administrator. The administrative responsibility and complexity of a full-service local government, even in a small city with a population of 5,000, generally requires a full-time focus. There certainly was a time when small cities could do very well with a combined city administrator/department director. However, the increasing legal complexities imposed by the State and the growing importance of intergovernmental relations, especially when complicated by growth, now makes it very difficult for a department director to perform line duties in addition to city-wide management responsibilities."

WHEREAS, Washington State law provides that a non-charter code city organized in the mayor-council format can create the position of city administrator. The City Council finds that the need for day to day management of the City would be met by hiring a city administrator but finds under the current financial pressures it is not financially possible. The City Council finds that financing such a position should be fully explored. The City Council further finds that it is in the best interest of the City to prepare to hire a full time city administrator by the end of 2015.

WHEREAS, the City recently recognized an unanticipated \$30,000 a year savings in the general fund budget.

WHEREAS, the Mayor, under Washington State law and Woodland Municipal Code, is the chief executive and administrative officer of the City with the responsibility for managing all city departments and employees as well as other duties. Currently the Mayor works part time with compensation of \$800 a month.

And, WHEREAS, in the interim the Council finds that it is in Woodland's best interest to encourage the current mayor to assume the day to day administrative responsibility on a full time basis. The current mayor has both prior professional management experience and has been a successful administrator. To encourage the mayor to assume those responsibilities, it is the Council's intent to increase the mayor's monthly compensation from \$800 per month to \$3,300 per month through the end of his term in office with the assumption that he will manage the City of Woodland on a full-time basis.

Resolution

NOW, THEREFORE, be it resolved by the City Council of the City of Woodland as follows:

1. Provided that a budget neutral source of funds be found available and a budget amendment adopted, the Council intends to increase the monthly compensation of the Mayor to \$3,300 a month through the end of the Mayor's current term on December 31, 2015 to provide for interim full time management.

2. In order to meet the goal of hiring a city administrator in 2015, the Council designates the Finance Committee to review funding options and the Human Resource Committee to develop a plan for the selection and hiring of a city administrator.

ADOPTED in an Open Public Meeting this 7th day of May, 2012.

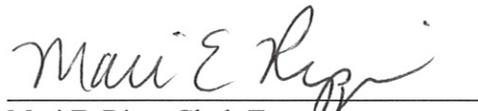
CITY OF WOODLAND, WASHINGTON

Approved:



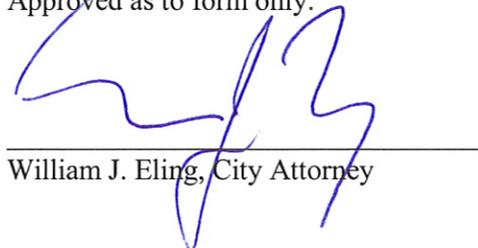
Grover B. Laseke, Mayor

Attest:



Mari E. Ripp, Clerk-Treasurer

Approved as to form only:



William J. Eling, City Attorney