



# City of League City, TX

300 West Walker  
League City TX 77573

## Text File

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**In Control:** Budget and Project Management

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### Title

Consider and take action on an ordinance amending the City of League City, Texas, Governmental, Proprietary, and Capital Funds Budget for Fiscal Year 2018 by amending Ordinance No. 2017-21, Ordinance No. 2017-31, Ordinance No. 2018-07, and Ordinance No. 2018-13 to adjust the operating and capital budget for actual and projected expenditures (Director of Budget & Project Management)

Staff requests first and final reading.

### ..Background:

Approval of this ordinance would amend the City's FY2018 General Fund Budget to incorporate proposed increases for Project Management; these are to be offset by anticipated savings in the Police department. This results in a net adjustment of zero; no increase to the total General Fund appropriation.

The new positions are requested as a resource to successfully meet Council's proposed goals for the City Manager to deliver 90% of projects on time and on budget. A Senior Project Manager is needed to take on a portion of the current workload and to prepare for the construction of the Animal Shelter and Fire Station #6, both projects that have been managed by the user departments through design. The current project manager's average 15 projects and while the program is progressing at this time, there are several projects that need more attention to continue momentum into FY2019. Staff anticipates the CIP program will continue to grow in size as the community's wants and needs are implemented from the Parks Master Plan, the Water and Sewer Master Plans, and the Mobility Master Plan in FY2019. We are also anticipating some level of assistance needed to manage drainage projects that are identified by the current post-Harvey mitigation studies.

The Land/ROW Specialist will be focused solely on land acquisition requirements for each project to ensure a timelier implementation of the CIP. This position will benefit the city by reducing overall project timelines, by realizing cost savings through a more efficient, streamlined land acquisition process, and by allowing the project managers to be more efficient by not getting consumed with land negotiations. The Land/ROW phase of CIP Projects tends to define the critical path. Currently the Project Manager is responsible for a project from cradle to grave including all land and ROW negotiations. A Land/ROW Specialist would work closely with the PMs to identify the land/ROW needs for each project early in the design process and begin working with a contractor to negotiate and acquire the land needed for construction. This critical piece of the project will be managed by a specialist whose only focus is on moving forward with land deals.

If approved, the proposed ordinance would amend the City's FY2018 budget to incorporate proposed adjustments for:

- \$37,321 is requested to be reallocated from the Police department to Project Management Office for two new positions: Land/ROW Specialist and a Senior Project Manager. Staff requests posting the job opening immediately with an anticipated start date in September 2018.

Supplies for the new positions and one month's salary and benefits are requested in the amount of \$37,321.

The annualized cost for the positions in FY2019 is estimated at \$230,000. FY2019 will be funded with a decrease in the General Fund transfer to the CIP reinvestment program in the same amount.

#### General Fund

The requested adjustment to the General Fund is an increase of \$37,321 with the entire amount being offset by allocation from estimated salary savings from the Police department. This results in a net adjustment of zero; no increase to the total General Fund appropriation.

In addition to the data sheet this packet includes:

- Budget Ordinance and Exhibit A, B & C - Exhibit A details how these adjustments affect the approved budgets by fund and department; Exhibit B details the Capital Budget; and Exhibit C details the citywide summary

#### Attachments:

1. Data Sheet
2. Proposed Ordinance

#### Funding

(X) Funds are available from General Fund - see narrative and attachments