

SNOHOMISH COUNTY COUNCIL
Snohomish County, Washington

MOTION NO. 25-316

APPROVING AN INCREASE IN THE NUMBER OF EMPLOYEES AUTHORIZED IN
THE 2025-2026 BIENNIAL BUDGET IN THE GENERAL FUND 002
FOR THE EXECUTIVE OFFICE

WHEREAS, by Motion No. 07-691 passed on November 19, 2007, the Snohomish County Council adopted a Personnel Cost Policy and rescinded the Personnel Cost Policy adopted by Motion No. 06-532 on November 20, 2006; and

WHEREAS, the Personnel Cost Policy adopted by Motion No. 07-691 authorizes the County Council, acting by motion, to increase the maximum number of FTEs for a specific division, department, or fund, upon finding that (a) the increase is in the best interests of the County, and (b) necessary funds have been appropriated; and

WHEREAS, Section 8 of Amended Ordinance 24-083 allows for an increase of up to an aggregate of an additional 60 FTEs (10 FTEs in the General Fund and 50 FTEs in all other funds) for 2025-2026; and

WHEREAS, the County Council finds that an increase of 1.0 FTE in the Executive Office Fund 002, is in the best interest of the County and funding will be transferred from Nondepartmental; and

WHEREAS, by motion passed on the date indicated, the County Council increased the maximum number of FTEs for which funds are appropriated in the 2025 – 2026 budget, in each case for the indicated County department by the indicated number:

Motion No.	Passed	Department	Fund	Additional FTEs

WHEREAS, this budget change will allow the Executive Office to employ 1.0 Administrative Assistant-Exe FTE Mgmt Exempt 109, to provide administrative support, manage the community investment grant program, outreach, and event organization for the Office of Social Justice; and support the Human Rights Commission; and

WHEREAS, this request to increase the number of FTEs in the Executive Office Fund 002 is consistent with Motion No. 07-691; and

WHEREAS, Section 3.68 of the Snohomish County Code allows for the County Council to authorize the addition of management exempt personnel;

NOW, THEREFORE, ON MOTION, the Snohomish County Council takes the following actions pursuant to Motion No. 07-691 and Section 8 of Amended Ordinance 24-083:

1. The County Council finds that (a) the corresponding increase in the maximum number of FTEs provided for in this motion are in the best interests of the County, and (b) sufficient funding has been appropriated in the 2025 - 2026 budget.

2. The County Council increases the maximum number of FTEs included in the Executive Office by 1.0 FTE.

3. The County Council approves the creation of one (1.0) Administrative Assistant – EXE management exempt position.

PASSED this ____ day of _____, 2025.

SNOHOMISH COUNTY COUNCIL
Snohomish County, Washington

Council Chair

ATTEST:

Deputy Clerk of the Council