



City Council

**AGENDA ITEM TYPE:** Resolution

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Resolution No. 3657: Declaring the City's Anticipated Full-time Equivalent (FTE) Ratio for Fiscal Year 2025/26

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Meeting Date: June 17, 2025  
Service Area: Budget and Finance

Staff Member: Elizabeth McCann  
Agenda Item Number: E-1

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**Requested Council Action and Suggested Motion:**

Move to approve Resolution No. 3657 declaring the City's anticipated full-time equivalent (FTE) ratio for fiscal year 2025/26.

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**Public Purpose, Community Outcome, and Strategic Plan Alignment:**

The City Council has the final responsibility for allocating the resources of the budget to the programs or departments of the City. This authority is part of the responsibility given to the governing body to adopt the budget and to make appropriations by which the budget is administered (ORS 294.456).

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**Background:**

Attachment B outlines the methodology for calculation of the FTE ratio for fiscal year 2025/26 as well as the background information on the Charter amendment that requires a FTE per population cap of 6.5 FTE per 1,000 population. Resolution No. 3657 declares the City's anticipated FTE to population ratio for fiscal year 2025/26 is 5.77 per 1,000.

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**Recommendation and Alternatives:**

**Recommendation:**

Staff recommends that Council move to approve Resolution No. 3657 declaring the City's anticipated full-time equivalent (FTE) ratio for fiscal year 2025/26.

**No Action:**

Council may choose not to approve Resolution No. 3657. If this resolution is not approved the City will be out of compliance with City Charter requirements that were established by voters on November 8, 1994.

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**Budget/Financial Impact:**

No budget impact.

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**Public Involvement:**

None.

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**Attachments:**

- A. Resolution No. 3657
- B. Calculations for Fiscal Year 2025/26 Anticipated Full-Time Equivalent Ratio
- C. Positions Funded Through Outside Sources

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**Reviewed Through:**

Elizabeth McCann, Director of Budget & Finance  
Ellen Van Riper, City Attorney  
Christina Still, City Recorder