



Monterey County

Item No.

Board Report

Board of Supervisors
Chambers
168 W. Alisal St., 1st Floor
Salinas, CA 93901

Legistar File Number: RES 21-048

March 16, 2021

Introduced: 2/25/2021

Current Status: Agenda Ready

Version: 1

Matter Type: BoS Resolution

Adopt a resolution to:

- a. Amend the Housing and Community Development Department Budget Unit Environmental Services, 001-3000-8531-RMA110 to reallocate one (1) FTE Civil Engineer to one (1) FTE Associate Water Resources Hydrologist as indicated in attachment A; and
- b. Authorize the Auditor-Controller and County Administrative Office to incorporate the position changes in the FY 2020-21 Housing and Community Development Department Adopted Budget, 001-3000-8531-RMA110.

RECOMMENDATION:

It is recommended that the Board of Supervisors adopt a resolution to:

- a. Amend the Housing and Community Development Department Budget Unit Environmental Services, 001-3000-8531-RMA110 to reallocate one (1) FTE Civil Engineer to one (1) FTE Associate Water Resources Hydrologist as indicated in attachment A; and
- b. Authorize the Auditor-Controller and County Administrative Office to incorporate the position changes in the FY 2020-21 Housing and Community Development Department Adopted Budget 001-3000-8531-RMA110.

SUMMARY/DISCUSSION:

In July 2020, the Board of Supervisors received a report by Citygate Associates that provided 76 recommendations. In accordance with recommendations, the Board directed splitting the Resource Management Agency (RMA) into two departments, including splitting the Environmental Services Team. Through this process it was determined that the vacant Civil Engineer position assigned to Environmental Services was not required for the work performed by this group. The Floodplain management and urban stormwater program, as well as the Senior Hydrologist position that previously oversaw the Environmental Services group which included the Water Resources Hydrologists and the Water Resources Technicians were placed in the newly formed Public Works, Facilities and Parks Department (PWFP). Development review remained in the Housing and Community Development Department (HCD) along with engineering services. As a result, a lead (supervisory) position with expertise in water resources hydrology is needed in HCD.

The Department requests the reallocation of a Civil Engineer position to an Associate Water Resources Hydrologist as indicated in attachment A. The tasks and duties of the newly reallocated Associate Water Resources Hydrologist would be at a 1.0 Full Time Estimate (FTE) professional position. Key duties would include leading the environmental services unit within the development services division of HCD (20%). The position is responsible for performing the most complex variety of duties related to land use permitting process, which requires the application of grading, drainage,

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erosion control, floodplain management, and stormwater management regulations to ensure adherence to professional standards, as well as Monterey County Codes and policies (65% of duties). Additionally, the position is responsible for providing support to the Public Works Floodplain and stormwater team relative to data compilation, data analysis, and report preparations, and representing the HCD before groups of individuals.

On February 24, 2021, the Budget Committee supported bringing this item to the Board of Supervisors. Approval of this resolution will reallocate a Civil Engineer position to an Associate Water Resources Hydrologist. (Attachment B)

OTHER AGENCY INVOLVEMENT:

The Human Resources Department has reviewed and approved the Request to Classify and supports the recommendations.

FINANCING:

The position of HCD Associate Water Resources Hydrologist will replace the Civil Engineer position that is currently vacant. The vacant position is included in the HCD FY 2021-22 baseline budget at an annual salary cost of \$124,376. The Associate Water Resources Hydrologist position would be a full-time position with a salary range of \$86,724 - \$118,452, resulting in annualized savings.

BOARD OF SUPERVISORS STRATEGIC INITIATIVES:

The Project supports the Board of Supervisors' Administration Initiatives by facilitating the clear and efficient use of staff time and allocation of staff salary budget.

- Economic Development
- Administration
- Health & Human Services
- Infrastructure
- Public Safety

Prepared by: Shandy Carroll, Management Analyst III, HCD

Approved by: Lori Woodle, Finance Manager I, HCD

Approved by: Melanie Beretti, Housing & Special Programs Services Manager, HCD, 755-5285

DocuSigned by:

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The following attachments are on file with the Clerk of the Board:

Attachment A - Reallocate Position

Attachment B - Draft Resolution