

Attachment B

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**Before the Board of Supervisors in and for the
County of Monterey, State of California**

Resolution No. 22-_____

- Resolution to:)
)
a. Amend the Housing and Community Development)
Department Budget Appropriation Unit HCD002, Unit)
8543 to authorize two (2) FTE Code Compliance Inspector)
II, and one (1) FTE Office Assistant; and)
)
b. Authorize the Auditor-Controller and County)
Administrative Office to incorporate the position changes)
in the FY 2021-22 Housing and Community Development)
Department Adopted Budget Appropriation Unit HCD002,)
Unit 8543.)
)
)

WHEREAS, in July 2020, the Board of Supervisors received a report by Citygate Associates, LLC (“Citygate”) that provided 76 recommendations.

WHEREAS, the Board recognized the backlog of code compliance cases, as indicated in the Citygate Report entitled *Review of the Resource Management Agency*, and at its meeting of December 8, 2021, the Board directed HCD to address the resource constraints through the hiring of additional staff, including a Supervising Code Inspector, a Code Compliance Inspector II, and one Office Assistant.

WHEREAS, this request revises the staffing request to two FTE Code Compliance Inspector II positions, deleting the Supervising Code Enforcement Inspector at this time. The Supervising Code Inspector position is a new position requiring a compensation and classification study and creation of the new position, which will take a substantial amount of time to complete. The Code Inspector II position currently exists, and once authorized and funded, can be filled relatively quickly. When the class and compensation study for the Supervising Code Enforcement Inspector is completed, and if the need for the position remains, HCD will return to the Board for position and budget approval. The additional Office Assistant would provide additional administrative support to the code compliance program overall.

WHEREAS, the code compliance inspectors would be responsible for general enforcement actions for general enforcement actions. The new staff positions would play a key role in enforcing Monterey County Code regulations concerning noise control, illegal vacation rentals, building violations, and work toward reducing the case code compliance backlog, which includes over 2,500 cases.

WHEREAS, The Budget Committee of the Monterey County Board of Supervisors voted on January 26, 2022 to support the additional position in the HCD budget and authorize related budget expenditures.

NOW, THEREFORE, BE IT RESOLVED by the Board of Supervisors in and for the County of Monterey as follows:

1. The Housing and Community Development Department Appropriation Unit - HCD002, Unit 8543 is amended to authorize two Code Compliance Inspector II positions and One Office Assistant.

Housing and Community Development Budget 001-3100-HCD002 Unit 8543

	Class Code	Position Title	Position Number	Position Increase/Decrease	Revised Total FTE
	43B03	Code Compliance Inspector II	0006 0007	2.0	7.0
	80E21	Office Assistant	0010	1.0	10.0

2. The County Administrative Office and the Auditor-Controller is directed to incorporate the approved position changes in the FY 2020-21 Housing and Community Development Department Adopted Budget 001-3100-HCD002-8543.

PASSED AND ADOPTED upon this 1st day of March, 2022, by roll call vote:

AYES:
NOES:
ABSENT:

I, Valerie Ralph, Clerk of the Board of Supervisors of the County of Monterey, State of California, hereby certify that the foregoing is a true copy of an original resolution of said Board of Supervisors duly made and entered in the minutes thereof Minute Book ___ for the meeting on March 1, 2022.

Dated: March 1, 2022
File ID: RES
Agenda Item:

Valerie Ralph, Clerk of the Board of Supervisors
County of Monterey, State of California

By _____
Deputy