



# County of Monterey

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

## Legislation Details (With Board Report)

<b>File #:</b>	BC 21-015	<b>Name:</b>	Reallocate Position
<b>Type:</b>	Budget Committee	<b>Status:</b>	Agenda Ready
<b>File created:</b>	2/9/2021	<b>In control:</b>	Budget Committee
<b>On agenda:</b>	2/24/2021	<b>Final action:</b>	
<b>Title:</b>	a. Support amending 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; and b. Support authorizing 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).		

### Sponsors:

### Indexes:

### Code sections:

**Attachments:** 1. Budget Committee Report, 2. Attachment A - Organization Chart

Date	Ver.	Action By	Action	Result
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- a. Support amending 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; and
- b. Support authorizing 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 Budget Committee:

- a. Support amending 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; and
- b. Support authorizing 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. 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, 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.

**OTHER AGENCY INVOLVEMENT:**

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

**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.

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

The following attachment is on file with Clerk of the Board:

Attachment A - Organization Chart