



County of Monterey

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

Board Report

File #: ORD 20-027, **Version:** 2

- a. Receive an update from the County Administrative Officer (CAO) regarding the implementation of recommendations in the July 22, 2020 Citygate Associates, LLC report “Review of the Resource Management Agency;” and,
- b. Introduce, waive reading and set for adoption on December 1, 2020, an ordinance amending Ordinance No. 5342 to change the name of the Community Services Department to the Department of Public Works, Facilities and Parks.

RECOMMENDATION:

It is recommended that the Board of Supervisors:

- a. Receive an update from the County Administrative Officer (CAO) regarding the implementation of recommendations in the July 22, 2020 Citygate Associates, LLC report “Review of the Resource Management Agency;” and,
- b. Introduce, waive reading and set for adoption on December 1, 2020, an ordinance amending Ordinance No. 5342 to change the name of the Community Services Department to the Department of Public Works, Facilities and Parks.

SUMMARY/ DISCUSSION:

On July 28, 2020, the Board of Supervisors accepted the July 22, 2020 Citygate report including the seventy-six (76) proposed recommendations. The Board of Supervisors adopted an ordinance dissolving the Resource Management Agency (RMA) and creating two (2) new departments effective November 30, 2020. The County Administrative Officer and County Counsel were authorized to implement other actions including certain fiscal actions and amending the County Code, and the Board requested regular updates on implementation progress.

The following actions have been completed since the last update to the Board on October 20, 2020:

- Organizational charts have been completed for the two new departments, including staff assignments.
- Appointment of Director of Community Services made.
- Recruitments for Chief of Planning and Chief of Building Services are open and being managed by an outside consultant, Avery & Associates.
- Recruitment materials for Chief of Public Works is underway and will be managed by Avery & Associates.
- Human Resources, CAO, and the applicable department head(s) continue to meet with Service Employee International Union (SEIU) and staff on labor relation issues resulting from the dissolution of the RMA.
- Submitted FY 2021-22 Financial Organizational Changes to the CAO and Auditor Controller’s Office on October 29, 2020 that will dissolve the budget/appropriation units under the RMA and create new budget/appropriation units for the two new departments.
- Housing and Community Development staff have scheduled presenting a General Plan Implementation plan/report to the Board in January 2021.
- Offers accepted to fill all vacant planning (8 Assistant Planners) and environmental service positions (Hydrologist, Water Resources Technician) to start within the next month.

The Directors continue to work with the CAO, County Counsel and Human Resources on implementation steps. The CAO also recommends changing the name of the Community Services Department to “Department of Public Works, Facilities and Parks”, in order to more clearly reflect the functions to be housed in the new department. In addition, the acronym “CSD” is too similar to other acronyms for various public entities, such as a Community Services District. It is therefore recommended to introduce, waive reading and set for adoption on December 1, 2020, an ordinance effecting that change, effective January 1, 2021.

OTHER AGENCY INVOLVEMENT:

The implementation of the Citygate report recommendations is a collaborative effort composed of the County Administrative Officer, Assistant County Administrative Officer, County Counsel, and Director of Human Resources working with key staff from the (former) RMA.

FINANCING:

There is no financial impact resulting from receiving this report. However, the potential impacts, benefits, and costs to the County as a result of implementing the Citygate report recommendations may be significant depending on the final implementation of all recommendations. In December, staff will present both one-time and ongoing costs related to Citygate recommendations to the Budget Committee for discussion and recommendations. Staff will be working closely with the CAO’s Office on identifying resource needs and corresponding financing sources, during the development of the FY 2021-22 Recommended Budget.

BOARD OF SUPERVISORS STRATEGIC INITIATIVES:

The action supports the Board of Supervisor’s Strategic Initiatives:

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

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Charles J. McKee, County Administrative Officer

Approved by: Charles J. McKee, County Administrative Officer

Attachment: Draft ordinance