



## Legislation Details

**File #:** 19-0033      **Version:** 1

**Type:** Agenda Item      **Status:** Approved

**File created:** 12/31/2018      **In control:** Board of Supervisors

**On agenda:** 1/29/2019      **Final action:** 1/29/2019

**Title:** Chief Administrative Office and Planning and Building recommending the Board:  
 1) Receive and file a presentation on Transient Occupancy Tax (TOT) funding sources and expenditures;  
 2) Adopt and authorize the Chair to sign Resolution 012-2019, deleting 1.0 Full Time Equivalent (FTE) Principal Management Analyst from the Chief Administrative Office, adding 1.0 FTE Economic Development & Business Relations Manager, and transferring 1.0 FTE Administrative Assistant I/II (assigning that position to the General Unit), to the Planning & Building Department, resulting in the reassignment of Economic Development from the Chief Administrative Office to the Department of Planning and Building, effective February 2, 2019, and approve the related Budget Transfer Form (4/5 vote required);  
 3) Adopt and authorize the Chair to sign Resolution 013-2019, adding one Administrative Technician to the Chief Administrative Office (assigning that position to the Confidential Unit), effective February 2, 2019, and approve the related Budget Transfer Form (4/5 vote required); and  
 4) Conceptually approve the reorganization and addition of staffing resources to the Economic Development Program as outlined below and direct the Planning and Building Director to return to the Board with the necessary personnel resolutions and budget adjustments for the reorganization. (Est. Time: 30 Min.)

FUNDING: Economic Development (Transient Occupancy Tax); General Fund.

**Sponsors:**

**Indexes:**

**Code sections:**

**Attachments:** 1. A - TOT Staff Report #19-0033, 2. B - Reso Econ Dev 1 of 2, 3. C - Reso Econ Dev 2 of 2, 4. D - CAO Budget Transfer, 5. E - Counsel Approval, 6. F - Budget Transfer, 7. G - TOT Funding Presentation\_01.29.19 KF, 8. G - Revised TOT Funding Presentation\_01.29.19 FINAL, 9. Executed Resolution 012-2019, 10. Executed Resolution 013-2019, 11. Executed Budget Transfer D, 12. Executed Budget Transfer F

Date	Ver.	Action By	Action	Result
1/29/2019	1	Board of Supervisors	Approved	Pass