



Legislation Text

File #: 15-1278, **Version:** 1

Community Development Agency and Human Resources recommending the Board adopt and authorize the Chair to sign Resolution **181-2015** amending the Authorized Personnel Allocation Resolution for the Community Development Agency to add 1.0 Full Time Equivalent Building Inspector I/II/III to address the staffing needs of the Development Services Division.

FUNDING: General Fund - Permit Revenue.

DEPARTMENT RECOMMENDATION

Community Development Agency and Human Resources recommending the Board adopt Resolution **181-2015** amending the Authorized Personnel Allocation Resolution for the Community Development Agency to add 1.0 Full Time Equivalent Building Inspector I/II/III to address the staffing needs of the Development Services Division.

DISCUSSION / BACKGROUND

Increased building permit activity over the last 12 months has created both revenue and workload demands at levels higher than initially anticipated. Recognizing this change, the Board adopted its final budget for Fiscal Year 2015-16 on September 29, 2015 with additional projected General Fund permit revenue. As discussed at its September 14, 2015 budget hearing, the Board determined that the additional revenue would fund Development Services positions to meet increased demand on staff resources. In particular, an additional Building Inspector I/II/III will enable more effective service in terms of same day inspections and responsive plan checks. While the funding for this position was officially budgeted, the related staff allocation of one Building Inspector I/II/III was inadvertently missed. Amending the Authorized Personnel Allocation Resolution will clean up the disparity between the adopted budget and the respective allocations.

ALTERNATIVES

The Board could choose to not amend the Authorized Personnel Allocation Resolution for the Community Development Agency to add 1.0 Full Time Equivalent Building Inspector I/II/III, which would result in compensation savings and a lower level of service to development customers.

OTHER DEPARTMENT / AGENCY INVOLVEMENT

Human Resources

CAO RECOMMENDATION

Chief ADministrative Office recommends moving staff's recommendation.

FINANCIAL IMPACT

Funding for the Building Inspector I/II/III is already included in the adopted Fiscal Year 2015/16 budget, and will be included in future proposed budgets for the Community Development Agency as needed. The total compensation cost for the position is approximately \$100,000.

CLERK OF THE BOARD FOLLOW UP ACTIONS

The Clerk will forward one (1) certified copy of the Resolution to the Community Development Agency.

FOLLOW UP ACTIONS

- 1) Human Resources will update the Community Development Agency's adopted personnel allocation for Fiscal Year 2015/16.
- 2) Human Resources will approve a personnel requisition and proceed with recruitment as necessary to fill the position.

STRATEGIC PLAN COMPONENT

Effective Service

CONTACT

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