

**COUNTY OF SAN LUIS OBISPO BOARD OF SUPERVISORS  
AGENDA ITEM TRANSMITTAL**

(1) DEPARTMENT Planning and Building	(2) MEETING DATE 12/17/2013	(3) CONTACT/PHONE Kami Griffin, Acting Director / 781-5708	
(4) SUBJECT Submittal of a resolution amending the Position Allocation Listing for Fund Center 142 - Planning and Building to add two Limited Term Planner I - III positions, and authorize two associated budget adjustments to fund these new positions.			
(5) RECOMMENDED ACTION  It is recommended that the Board:  <ol style="list-style-type: none"> <li>1. Approve and instruct the Chairperson to sign the resolution amending the Position Allocation Listing for the Planning and Building Department to: <ol style="list-style-type: none"> <li>a. Add one Limited Term Planner I - III for a period of two years</li> <li>b. Add one Limited Term Planner I - III for a period of three years</li> </ol> </li> <li>2. Authorize a budget adjustment, by a 4/5ths vote, in the amount of \$57,183 from San Luis Obispo County Flood Control District reserves to FC 142 - Planning and Building, to fund one Limited Term Planner I - III for the remainder of this fiscal year.</li> <li>3. Authorize a budget adjustment, by a 4/5ths vote, in the amount of \$57,182 from General Fund contingencies to FC 142 - Planning and Building, to fund one Limited Term Planner I - III for the remainder of this fiscal year.</li> </ol>			
(6) FUNDING SOURCE(S) San Luis Obispo County Flood Control District reserves / General Fund contingencies	(7) CURRENT YEAR FINANCIAL IMPACT \$114,365	(8) ANNUAL FINANCIAL IMPACT \$228,730	(9) BUDGETED? No
(10) AGENDA PLACEMENT <input checked="" type="checkbox"/> Consent <input type="checkbox"/> Presentation <input type="checkbox"/> Hearing (Time Est. ___) <input type="checkbox"/> Board Business (Time Est. ___)			
(11) EXECUTED DOCUMENTS <input checked="" type="checkbox"/> Resolutions <input type="checkbox"/> Contracts <input type="checkbox"/> Ordinances <input type="checkbox"/> N/A			
(12) OUTLINE AGREEMENT REQUISITION NUMBER (OAR) N/A		(13) BUDGET ADJUSTMENT REQUIRED? BAR ID Number: 1314078, 1314079 <input checked="" type="checkbox"/> 4/5 Vote Required <input type="checkbox"/> N/A	
(14) LOCATION MAP N/A	(15) BUSINESS IMPACT STATEMENT? No	(16) AGENDA ITEM HISTORY <input type="checkbox"/> N/A    Date: <u>12-3-13</u>	
(17) ADMINISTRATIVE OFFICE REVIEW Lisa M. Howe			
(18) SUPERVISOR DISTRICT(S) All Districts -			

# County of San Luis Obispo



TO: Board of Supervisors

FROM: Planning and Building / Kami Griffin, Acting Director

DATE: 12/17/2013

SUBJECT: Submittal of a resolution amending the Position Allocation Listing for Fund Center 142 - Planning and Building to add two Limited Term Planner I - III positions, and authorize two associated budget adjustments to fund these new positions.

## **RECOMMENDATION**

It is recommended that the Board:

1. Approve and instruct the Chairperson to sign the resolution amending the Position Allocation Listing for the Planning and Building Department to:
  - a. Add one Limited Term Planner I - III for a period of two years
  - b. Add one Limited Term Planner I - III for a period of three years
2. Authorize a budget adjustment, by a 4/5ths vote, in the amount of \$57,183 from San Luis Obispo County Flood Control District reserves to FC 142 - Planning and Building, to fund one Limited Term Planner I - III for the remainder of this fiscal year.
3. Authorize a budget adjustment, by a 4/5ths vote, in the amount of \$57,182 from General Fund contingencies to FC 142 - Planning and Building, to fund one Limited Term Planner I - III for the remainder of this fiscal year.

## **DISCUSSION**

On December 3, 2013, your Board directed that the Department return with a request for two limited term Planner I – III positions.

### Paso Robles Groundwater Basin Urgency Ordinance 3246 Implementation

Staff has begun to implement the provisions of the Urgency Ordinance including issuance of Offset Clearances for both residential and agricultural projects and determinations of various exemptions from the ordinance. In order to continue to implement the Urgency Ordinance without having impacts to existing services, an additional 1.0 FTE Limited Term Planner position is needed. The term of this position would be two years from date of hire, to run concurrently with the effective date of the Urgency Ordinance.

Funding for this position would come from the San Luis Obispo County Flood Control District's reserves.

### Processing of Amendments (Countywide and Paso Robles Groundwater Basin)

Your Board has discussed the potential of processing of a number of amendments to the County's Land Use Ordinance and General Plan. In order to bring back a discussion of those potential amendments and then to process any amendments that your Board chooses to authorize, and additional 1.0 FTE Limited Term Planner position is needed. The term of this position would be three years from date of hire in order to allow time for the processing of amendments including outreach, environmental review and public hearings before both Planning Commission and your Board.

### **OTHER AGENCY INVOLVEMENT/IMPACT**

The Administrative Office supports the filling of these positions. Human Resources has prepared the resolution to amend the Position Allocation List.

### **FINANCIAL CONSIDERATIONS**

The total yearly maximum salary and benefit cost of two limited term Planner I – III is \$228,730. For the remainder of this fiscal year cost will be \$114,365 (6 months). As noted above, the cost of one position will be funded from San Luis Obispo County Flood Control District reserves and the cost of the second position will be covered by General Fund contingencies.

Early next year, the Department will return with a request for an amendment to the FY 2013-14 fee schedule to include fees for the work associated with issuing Offset Clearances. This fee will then offset a portion of the cost of the Limited Term Planner position that will be supporting implementation of the Paso Robles Groundwater Basin Urgency Ordinance.

### **RESULTS**

These changes are necessary to allow continued implementation of the Urgency Ordinance and complete work on ordinance and general plan amendments relating to water supply both countywide and for the Paso Robles Groundwater Basin without having impacts to existing services consistent with the community wide result of a well governed community.

### **ATTACHMENTS**

1. Resolution amending the Position Allocation Listing