

RESOLUTION NO. ____-2022

**RESOLUTION OF THE FORT BRAGG CITY COUNCIL
APPROVING THE TRANSFER OF CODE ENFORCEMENT FROM THE
COMMUNITY DEVELOPMENT DEPARTMENT TO THE POLICE
DEPARTMENT; CREATING AN ADDITIONAL CODE ENFORCEMENT
OFFICER POSITION; CREATING A COMMUNITY DEVELOPMENT
DEPARTMENT PLANNING TECHNICIAN POSITION; AND APPROVING
BUDGET AMENDMENT 2022/23-08**

WHEREAS, the City's Community Development Department (CDD) currently oversees Code Enforcement and has one Code Enforcement Officer; and

WHEREAS, the City wishes to provide more targeted code enforcement oversight to reduce blight within the City of Fort Bragg; and

WHEREAS, the City wishes to reevaluate its organizational structure to provide better service to the community by moving the Code Enforcement function from the Community Development Department to the Police Department; and

WHEREAS, the City wishes to add one additional full-time Code Enforcement Officer, a non-exempt, Fort Bragg Employee Organization (FBEO) classification within the Police Department; and

WHEREAS, the City undertook an Assistant Planner recruitment in March 2022 and elected not to fill the position at that time to achieve cost savings; and

WHEREAS, because an Assistant Planner was not hired, the Community Development Department (CDD) has an unfilled Assistant Planner position that the City wishes to fill at this time by promoting the current CDD Administrative Assistant to Assistant Planner, a full-time, non-exempt, FBEO classification, thereby eliminating the additional cost and staff time to conduct a new recruitment for an Assistant Planner; and

WHEREAS, the promotion creates a vacancy in the Administrative Assistant – CDD classification; and

WHEREAS, the City wishes to fill the Administrative Assistant – CDD vacancy by creating an entry level, full-time, non-exempt, Planning Technician classification in Community Development Department, which establishes a career trajectory for future recruitment and retention efforts; and

WHEREAS, the Planning Technician classification is part of the Fort Bragg Employee Organization bargaining unit; and

WHEREAS, the Planning Technician compensation schedule matches the Administrative Assistant – CDD compensation schedule; and

WHEREAS, in light of CDD currently having qualified personnel, the City wishes to avoid the additional staff time and monetary costs of conducting another recruitment; and

WHEREAS, on November 10, 2022, Ordinance 983-2022 became effective, increasing the City Councilmember compensation to \$510 per month as of the date of certification of the November 8, 2022 election results, which requires a budget adjustment to provide for the increased Council salaries; and

WHEREAS, the Fort Bragg City Council approves all salary schedules, which include classification titles and compensation rates; and

WHEREAS, the establishment of this Resolution meets the requirements of California Regulations Section 570.5 as confirmed by the California Public Employees' Retirement System (CalPERS); and

WHEREAS, CalPERS code requires the City to have a publicly adopted and posted salary schedule; and

WHEREAS, the full salary schedule is available on the City's website and attached hereto as Exhibit A; and

WHEREAS, based on all the evidence presented, the City Council finds as follows:

1. Moving Code Enforcement from the Community Development Department to the Police Department and the allocation of an additional Code Enforcement Officer better serves the community and provides an improved organizational structure; and
2. The addition of one full-time Planning Technician position within the Community Development Department provides better organization for that department and minimizes recruitment time and costs; and
3. The increased City Council compensation from \$300 to \$510 per month was codified by adoption of Ordinance 983-2022 which becomes effective the first pay period after the new City Councilmembers are sworn in on December 12, 2022; and
4. The authorization of a \$70,182 net budget amendment is needed to appropriate funds in the current fiscal year as identified in Exhibit B attached hereto;

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Fort Bragg does hereby authorize the transfer of Code Enforcement from the Community Development Department to the Police Department; add one Code Enforcement Officer to the Police Department; add one full-time Planning Technician classification to the Community Development Department; and approve Budget Amendment 2022/23-08 amending the previously adopted FY 2022-23 Budget to incorporate the changes enumerated in Exhibit B.

The above and foregoing Resolution was introduced by Councilmember _____, seconded by Councilmember _____, and passed and adopted at a regular meeting of the City Council of the City of Fort Bragg held on November 14, 2022, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

RECUSED:

BERNIE NORVELL
Mayor

ATTEST:

June Lemos, MMC
City Clerk