

**CITY OF FERNDALE
REQUEST FOR COUNCIL ACTION**

FROM: Marsha Scheer, Community Development Director

SUBJECT: Replacement Code Enforcement Officers

SUMMARY & BACKGROUND:

The CD Department has had 2 full-time Code Enforcement Officers (CEOs) for over a decade. Prior to that time, code enforcement was handled contractually. CEO Karen Blair recently retired. With CEO Bourjaily undergoing medical treatment, the Department is left without property maintenance code enforcement personnel. Complaints cannot be handled by the Building Inspector as he is involved with plan review and inspections. The Housing Inspector cannot address code enforcement as a part-time employee with other duties.

CDD Scheer is proposing 2 full-time contractual code enforcement officers. CDBG funds are currently budgeted at \$62,000 for the Program Year 2009 ending 4/30/2010. Proposed funding for PY-2010 ending 4/30/2011 is \$68,000. Two FT officers without benefits or paid time off (contractual) at a not to exceed rate of \$15/hour will be \$57,120.

The cost of these employees would be covered by CDBG funds and will not impact the General Fund. Additional CDBG funds partially cover clerical staff involved with code enforcement. If CDBG funding is reduced, CEO hours or weeks of service can be reduced. If CEO Bourjaily returns to work, she can return to her position. The City may have only one CEO at that time.

There is no question that the City needs code enforcement. Hiring contractual officers to handle this job using CDBG funds permits the City to maintain property enforcement without impacting the General Fund budget. AFSCME Local 998 has agreed to this solution.

ATTACHMENTS: None

COUNCIL AGENDA DATE: November 9, 2009

CITY ATTORNEY REVIEW: N/A

FINANCE DIRECTOR REVIEW: JCHubanks, 11/2/2009

CITY MANAGER APPROVAL: Robert J. Bruner, Jr.

COMMENTS:

RECOMMENDED ACTION:

Moved by, supported by, to approve filling two full-time budgeted code enforcement officer positions with contractual employees to be paid out of CDBG grant funds (280-000-805).