



# County of San Mateo

## Inter-Departmental Correspondence

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**Department:** PLANNING AND BUILDING

**File #:** 18-986

Board Meeting Date: 10/23/2018

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**Special Notice / Hearing:** None  
**Vote Required:** Majority

**To:** Honorable Board of Supervisors  
**From:** Steve Monowitz, Community Development Director  
**Subject:** Amendment to Agreement with the City of San Carlos for the County to Provide Code Enforcement Services

### **RECOMMENDATION:**

Adopt a resolution authorizing an amendment to the agreement with the City of San Carlos for the County to provide code enforcement services, increasing the amount by \$234,994 to an amount not to exceed \$522,217.

### **BACKGROUND:**

In December 2015, the County entered into an agreement with the City of San Carlos ("City") for the San Mateo County Planning and Building Department ("Planning Department") to provide code enforcement services within the corporate limits of the City. The Planning Department provides code compliance services to the City via a Code Compliance Officer employed by the County and supervised by the Code Compliance Manager and/or the Deputy Director of the Planning Department. The agreement is effective until December 14, 2020.

### **DISCUSSION:**

The City has requested that the contract be amended, effective July 1, 2018, to increase the amount of County code compliance support provided to the City, from 20 hours to 40 hours a week, and to provide a more senior code compliance officer to the City. This amendment will also make adjustments to the hourly rate charged for the County's services.

County Counsel has reviewed and approved the amendment and resolution as to form.

### **FISCAL IMPACT:**

The additional \$234,994 will increase the City's maximum fiscal obligation under this Agreement to \$522,217. There is no Net County Cost associated with this amendment. The full contract amount will be paid by the City to the County.