

**COUNTY OF SACRAMENTO  
CALIFORNIA**

For the Agenda of:  
September 11, 2009

To: Board of Supervisors

From: Department of Neighborhood Services

Subject: Report Back, Department of Neighborhood Services, Code Enforcement Division

Supervisorial  
District: All

Contact: Tammy Derby, Code Enforcement Manager 916-874-5662

**BACKGROUND**

The Code Enforcement Division (CED) of the Department of Neighborhood Services (DNS) has submitted a proposed final budget that includes a total of \$693,505 in reductions to the General Fund allocation. This will result in the loss of 8.0 FTE staff positions in two programs:

Zoning Code Enforcement Program	On-street Vehicle Abatement Program
\$ 437,826      5.0 FTE	\$ 255,679      3.0 FTE

During Budget Hearings, the Board requested a report back on the ability of Code Enforcement to expedite collection efforts to increase revenues in Fiscal Year 2009-10.

**DISCUSSION**

In 2008, Code Enforcement staff conducted numerous hearings to obtain Board confirmation of enforcement and abatement costs totaling approximately \$450,000. These costs were associated with Zoning Code Enforcement Program efforts. After cost confirmation, the Division is authorized to place a special assessment lien against the property and to transfer those costs to the Tax Collector for inclusion on the subsequent property tax bill. Code Enforcement staff recently referred \$238,000 of unpaid costs to the Tax Collector. This process was not complete at the time of submittal of the Proposed Budget, so this additional revenue was not included in the estimated revenues for Fiscal Year 2009-10.

Additionally, Code Enforcement has realized an increased collection rate in response to the Cost Confirmation process. Of the \$450,000 confirmed in FY 2008-09, over \$150,000 has been collected by "voluntary payment." For Fiscal Year 2009-10, an additional 165 cases have been identified for the Cost Confirmation process, with a total balance due of approximately \$450,000. If the historical collection rate of 25% in "voluntary payment" prior to referral to the Tax Collector continues, an additional \$112,000 in revenue will be realized in Fiscal Year 2009-10.

These additional revenue sources were unanticipated in this year's budget process due to the timing of the Cost Confirmation/Tax Collector referral process. The Division recommends including increased revenue in the amount of \$350,000 for the Zoning Code Enforcement Program in FY 2009-10 based on these newly identified revenue sources.

This additional revenue will fund 4 of the 5 FTEs reduced in the Zoning Code Enforcement Program (3 Code Enforcement Officer II positions along with 3 County vehicles as well as one of the two clerical positions). These restorations will bring our Code Enforcement Officer II positions back to current staffing levels and should allow Zoning Code Enforcement to maintain current response times and efficiencies.

Respectfully submitted,

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PAUL HAHN, Acting Director  
NEIGHBORHOOD SERVICES