

**MOORPARK CITY COUNCIL
AGENDA REPORT**

TO: Honorable City Council

FROM: Steven Kueny, City Manager 

DATE: January 13, 2010 (CC Meeting of 01/20/10)

SUBJECT: Consider Promotion of Planning Director to Community Development Director

BACKGROUND / DISCUSSION

Since 1984, the City has had the position of Community Development Director. This position was responsible for code compliance, current and advance planning and related land use matters, administration of the Building and Safety Services contract, and oversight and coordination of the contract City Engineer services on development projects. Over the years, the number of department staff has fluctuated based on budget and development activity, with as many as 12 full-time equivalent (FTE) positions. Currently, the Community Development Department includes a total of 8.5 FTE positions including the City Hall receptionist.

Effective July 1, 2007, former Community Development Director Barry Hogan was promoted to Deputy City Manager (Community Development), and David Bobardt was promoted from Planning Manager to the newly created Planning Director position reporting to the Deputy City Manager. The Community Development Director position was left vacant.

The Planning Director was assigned responsibility for the day-to-day operations of the Community Development Department, including planning, administration and code compliance divisions. The Deputy City Manager had overall responsibility for the Community Development functions, administration of the Building and Safety services contract and assumed responsibility for specific projects including GIS, City entry signs, High Street streetscape, studies for North Hills Parkway, and SR 23 related projects. He also assisted on various Redevelopment Agency projects.

This 2007 modification was also part of a longer term succession strategy to prepare for Mr. Hogan's planned retirement in 2009/10. Mr. Hogan terminated employment

effective December 30, 2009 (with the intent of retiring on December 31, 2009) and was on extended leave since September 2009.

Since July 2007, Mr. Bobardt gradually assumed more responsibilities for both management and planning matters. He has successfully demonstrated growth and improvement in important job factors such as leadership, organization, financial oversight, initiative and decision making as the manager of the Community Development functions. Prior to his appointment as Planning Director, Mr. Bobardt had served as the City's Planning Manager since 2002. It is recommended that Mr. Bobardt be promoted to Community Development Director effective January 16, 2010. With this promotion, the Planning Director position will remain vacant.

FISCAL IMPACT

The projected cost is about \$4,800.00 for FY 2009/10 and is included within the adopted budget.

STAFF RECOMMENDATION

Approve promotion of Mr. David Bobardt to the position of Community Development Director effective January 16, 2010.

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