



# Baldwin County Commission

## Legislation Text

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File #: 20-1240, Version: 1

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**Meeting Type:** BCC Regular Meeting  
**Meeting Date:** 7/7/2020  
**Item Status:** New  
**From:** Wayne Dyess, County Administrator  
Felisha Anderson, Archives Director  
Deidra Hanak, Personnel Director  
**Submitted by:** Deidra Hanak, Personnel Director

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### **ITEM TITLE**

Archives Department - Employment of One (1) Part-Time Gate Attendant

### **STAFF RECOMMENDATION**

Approve the employment of Cynthia Kelly to fill the open part-time Gate Attendant position (PID #PT35) at a grade E-EL (\$10.781 per hour) to be effective no sooner than July 13, 2020.

### **BACKGROUND INFORMATION**

**Previous Commission action/date:** N/A

**Background:** The part-time Gate Attendant position was vacated in June 2020, due to the promotion of the previous employee. The County Administrator respectfully requests that the above recommendation is approved.

### **FINANCIAL IMPACT**

**Total cost of recommendation:** \$16,257.75 - annually

**Budget line item(s) to be used:** 51906.5113

**If this is not a budgeted expenditure, does the recommendation create a need for funding?**  
N/A

### **LEGAL IMPACT**

**Is legal review necessary for this staff recommendation and related documents?**  
N/A

**Reviewed/approved by:** N/A

**Additional comments:** N/A

**ADVERTISING REQUIREMENTS**

**Is advertising required for this recommendation?** N/A

**If the proof of publication affidavit is not attached, list the reason:** N/A

**FOLLOW UP IMPLEMENTATION**

**For time-sensitive follow up, select deadline date for follow up:** N/A

**Individual(s) responsible for follow up:** Personnel

**Action required (list contact persons/addresses if documents are to be mailed or emailed):**  
N/A

**Additional instructions/notes:** N/A