



Baldwin County Commission

Legislation Text

File #: 20-0642, **Version:** 1

Meeting Type: BCC Work Session

Meeting Date: 1/28/2020

Item Status: New

From: Ron Cink, Budget Director

Deidra Hanak, Personnel Director

Submitted by: Deidra Hanak, Personnel Director

ITEM TITLE

Sales, Use, and License Tax Department - Position Change

STAFF RECOMMENDATION

Take the following actions:

- 1) Abolish the part-time Deputy License Inspector II position (PID #PT47) grade J (grade J range: \$17.176 - \$28.120 per hour); and
- 2) Create a full-time Deputy License Inspector I position (PID #TBD) grade I (grade I range: \$32,508.32 - \$53,239.68 annually); and
- 3) Approve the updated position description for the Deputy License Inspector I position; and
- 4) Approve the updated organizational chart for the Sales, Use, and License Tax Department.

BACKGROUND INFORMATION

Previous Commission action/date: N/A

Background: The part-time Deputy License Inspector II position will be vacated due to the retirement of the current employee. The Budget Director respectfully requests that the above recommendations are approved.

FINANCIAL IMPACT

Total cost of recommendation: \$1,508.32 increase over budgeted amount

Budget line item(s) to be used: 51750.5113

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