

# **Baldwin County Commission**

# Legislation Details (With Text)

File #:	19-0564	Version: 1			
Туре:	Work Session		Status:	Agenda Ready	
File created:	1/16/2019		In control:	Baldwin County Commission W	ork Session
On agenda:	1/22/2019		Final action:		
Title:	Sales, Use, and License Tax Department - Position Change				
Indexes:					
Attachments:	1. Revenue Compliance Officer Position Description, 2. Updated Organizational Chart - Sales Tax Department				
Date	Ver. Action By		Ac	tion	Result

Meeting Type: BCC Work Session Meeting Date: 1/22/2019 Item Status: New From: Kim Creech, Clerk/Treasurer Deidra Hanak, Interim Personnel Director Submitted by: Deidra Hanak, Interim Personnel Director

## ITEM TITLE

Sales, Use, and License Tax Department - Position Change

## STAFF RECOMMENDATION

Take the following actions:

1) Abolish the Deputy License Inspector II position (PID #900) grade J (grade J range: \$35,726.08 - \$58,489.60 annually); and

2) Create a Revenue Compliance Officer position (PID #TBD) at a grade I (grade I range: \$32,508.32 - \$53,239.68 annually); and

3) Approve the position description for the Revenue Compliance Officer; 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 Deputy License Inspector II position was vacated in December 2018, due to the retirement of the previous employee. The Clerk/Treasurer respectfully requests that the above

recommendations are approved.

#### FINANCIAL IMPACT

Total cost of recommendation: N/A

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 - Implement Changes

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

Additional instructions/notes: N/A