



Baldwin County Commission

Legislation Details (With Text)

File #: 19-0722 **Version:** 1

Type: Consent **Status:** Passed

File created: 2/12/2019 **In control:** Baldwin County Commission Regular

On agenda: 2/19/2019 **Final action:** 2/19/2019

Title: Highway Department (Parks) - Position Change from the Parks Department to Archives and History Department

Indexes:

Attachments: 1. 11-17-2018 Agenda Item BG1 - Transferring Gate Keeper Position to Parks Department, 2. Updated Position Description for Gate Attendant, 3. Updated Organizational Chart for Archives and History - Copy

Date	Ver.	Action By	Action	Result
2/19/2019	1	Baldwin County Commission Regular	Approved	

Meeting Type: BCC Regular Meeting

Meeting Date: 2/19/2019

Item Status: New

From: Joey Nunnally, County Engineer

Ron Cink, Budget Director

Felisha Anderson, Archives and History Director

Madison Steele, Horticulturist

Deidra Hanak, Interim Personnel Director

Submitted by: Deidra Hanak, Interim Personnel Director

ITEM TITLE

Highway Department (Parks) - Position Change from the Parks Department to Archives and History Department

STAFF RECOMMENDATION

Take the following actions:

- 1) Approve the transfer of the part-time Gate Attendant position (PID #PT35) from the Parks Department (00144/52700P) to the Archives and History Department (00106/51906); and
- 2) Approve the updated position description for the part-time Gate Attendant; and
- 3) Approve the updated organizational charts for the Parks Department and the Archives and History Department.

BACKGROUND INFORMATION

Previous Commission action/date: N/A

Background: During the November 17, 2015, Regular Meeting, the Commission voted to transfer the part-time Gate Attendant position from the Archives and History Department to the Parks Department to focus more on park maintenance and care than historical tours. However, in the past few years, this position has grown to work more with the Archives and History Department than the Parks Department. This position will still have some responsibilities with Parks so the attached job description shows a dotted line to the Horticulturist. The County Engineer respectfully requests the above recommendations are approved.

FINANCIAL IMPACT

Total cost of recommendation: N/A

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