



Baldwin County Commission

Legislation Details (With Text)

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| File #: | 20-0729 | Version: | 1 |
| Type: | Work Session | Status: | Agenda Ready |
| File created: | 2/5/2020 | In control: | Baldwin County Commission Work Session |
| On agenda: | 2/11/2020 | Final action: | |
| Title: | Building Inspection Department - Creation of Positions | | |
| Indexes: | | | |
| Attachments: | 1. Chief Building Inspector and Permit Administrator Position Descriptions, 2. Updated Organizational Chart for Building Inspections | | |

| Date | Ver. | Action By | Action | Result |
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Meeting Type: BCC Work Session

Meeting Date: 2/11/2020

Item Status: New

From: Eddie Harper, Building Official

Deidra Hanak, Personnel Director

Submitted by: Deidra Hanak, Personnel Director

ITEM TITLE

Building Inspection Department - Creation of Positions

STAFF RECOMMENDATION

Take the following actions :

- 1) Create a Chief Building Inspector (PID #TBD) grade EC-07 (EC-07 range: \$44,476 - \$70,450 annually); and
- 2) Create a Permit Administrator (PID #TBD) grade EC-06 (EC-06 range: \$37,063 - \$58,709 annually); and
- 3) Approve the updated organizational chart for the Building Inspections Department; and
- 4) Approve the position descriptions for the Chief Building Inspector and Permit Administrator.

BACKGROUND INFORMATION

Previous Commission action/date: N/A

Background: In an effort to reorganize and build the Building Inspections Department, the Building Official respectfully requests that the above recommendations are approved.

FINANCIAL IMPACT

Total cost of recommendation: approximate salaries \$104,000.00 not currently budgeted.

Budget line item(s) to be used: 52710.5113

If this is not a budgeted expenditure, does the recommendation create a need for funding?
Yes

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