



Baldwin County Commission

Legislation Text

File #: 19-0564, **Version:** 1

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