



# Baldwin County Commission

## Legislation Text

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**File #:** 20-0673, **Version:** 1

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**Meeting Type:** BCC Regular Meeting  
**Meeting Date:** 2/4/2020  
**Item Status:** New  
**From:** Teddy Faust, Revenue Commissioner  
Deidra Hanak, Personnel Director  
**Submitted by:** Deidra Hanak, Personnel Director

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### **ITEM TITLE**

Revenue Commission (Re-Appraisal) - Position Changes

### **STAFF RECOMMENDATION**

Take the following actions:

- 1) Approve the creation of a part-time Real Property Support Technician I position (PID #TBD) (grade G range: \$12.967 - \$21.265 per hour); and
- 2) Re-title the Imaging Specialist position (PID #5003) to Real Property Support Technician I, with no change in grade; and
- 3) Approve the employment of Ashley Traweck to fill the open Personal Property Support Technician I position (PID #5412) grade G-EL (\$12.967 per hour / \$26,971.36 annually); and
- 4) Approve the employment of Darla Lawley to fill the open Real Property Support Technician I position (PID #5525) grade G-EL (\$12.967 per hour / \$26,971.36 annually); and
- 5) Approve the employment of Vivian Ireland to fill the open Real Property Support Technician I position (PID #5003) grade G-EL (\$12.967 per hour / \$26,971.36 annually); and
- 6) Approve the employment of Ruth Ryan to fill the open part-time Real Property Support Technician I position (PID #TBD) grade G-EL (\$12.967 per hour); and
- 7) Approve the updated organizational chart for the Revenue Commission - Real Property Division.

These actions will be effective no sooner than February 10, 2020.

### **BACKGROUND INFORMATION**

**Previous Commission action/date:** N/A

**Background:** This position will work as a "floating" position to take over the seasonal backlogs due to working on change requests, answering the phones when valuations are sent, and assisting staff for Board of Equalization hearings, etc. The Revenue Commissioner respectfully requests that the above recommendations are approved.

### **FINANCIAL IMPACT**

**Total cost of recommendation:** \$100,468.32 total - \$19,554.32 of total is not currently budgeted

**Budget line item(s) to be used:** 51810.5113

**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