



# Baldwin County Commission

## Legislation Text

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**File #:** 20-0729, **Version:** 1

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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

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### **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