



Baldwin County Commission

Legislation Text

File #: 20-0773, **Version:** 1

Meeting Type: BCC Regular Meeting
Meeting Date: 2/18/2020
Item Status: New
From: Eddie Harper, Building Official
Deidra Hanak, Personnel Director
Submitted by: Deidra Hanak, Personnel Director

ITEM TITLE

Resolution #2020-062 - Fiscal Year 2020 Budget Amendment for the 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.
- 5) Adopt Resolution #2020-062 amending the Fiscal Year 2020 Budget (Resolution #2019-143 and Resolution #2019-144, adopted September 20, 2019) to authorize the funding of two (2) new positions in the Building Inspection Department by General Fund - Fund Balance.

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.

General Fund - Fund Balance will be used to fund these new positions; however, the Building Inspection Department is currently working on a new fee structure for their permits that will increase revenues and essentially fund the new positions being requested going forward.

FINANCIAL IMPACT

Total cost of recommendation: estimates for salary and fringe are \$82,694.00.

Budget line item(s) to be used: 52710 - various salaries/fringe line items

If this is not a budgeted expenditure, does the recommendation create a need for funding? Yes -
see Resolution #2020-062

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; Budget - enter Resolution

Action required (list contact persons/addresses if documents are to be mailed or emailed):
Christie Davis will enter the Budget Resolution upon Commission approval.

Additional instructions/notes: N/A