



# Baldwin County Commission

## Legislation Text

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**File #:** 21-0384, **Version:** 1

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**Meeting Type:** BCC Regular Meeting

**Meeting Date:** 1/19/2021

**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 (Personal Property) - Personnel Changes

### **STAFF RECOMMENDATION**

Take the following actions:

- 1) Approve the employment of Clarissa Stewart to fill the open Personal Property Support Technician I position (PID #5412) at a grade 305 (\$13.910 per hour / \$28,932.80 annually) to be effective no sooner than January 25, 2021; and
- 2) Approve the employment of William Steward to fill the open Personal Property Support Technician I position (PID #5593) at a grade 305 (\$13.910 per hour / \$28,932.80 annually) to be effective no sooner than January 25, 2021; and
- 3) Approve the voluntary demotion of Abby Brown from the Office Manager (PID #5352) grade 306 (\$14.75 per hour / \$30,680.00 annually) in the Animal Shelter Department (109/55410) to fill the open Personal Property Appraiser Trainee position (PID #5592) at a grade 305 (\$14.013 per hour / \$29,147.04 annually) in the Revenue/Re-Appraisal Department (120/51810) to be effective no sooner than February 1, 2021.

### **BACKGROUND INFORMATION**

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

**Background:** These positions were newly created in December 2020 and by the promotion of the previous employee. The Revenue Commissioner respectfully requests that the above recommendations are approved.

### **FINANCIAL IMPACT**

**Total cost of recommendation:** \$87,012.64 - 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 - Implement Changes

**Action required (list contact persons/addresses if documents are to be mailed or emailed):**

N/A

**Additional instructions/notes:** N/A