RESOLUTION - ACTION REQUESTED 2014-35

MEETING: January 21, 2014

TO: The Board of Supervisors

FROM: Mike Kinslow, Building Director

RE: Authorize the Immediate Filling of the 80% Perm. PT DST Position

RECOMMENDATION AND JUSTIFICATION:
Authorize the immediate filling of an 80% Permanent Part-Time (PPT) Development Services Technician in the Building Department. This position is critical to the department in order to keep up with the current workload associated with building permits and providing assistance to the public. New permit fees that the Board is considering on the January 21, 2014, meeting will offset the cost of this position.

BACKGROUND AND HISTORY OF BOARD ACTIONS:
On December 17, 2013, with Resolution 13-561, the Board authorized the allocation and recruitment of an 80% PPT Development Services Technician (D.S.T.) pending the approval of an increase in permit fees. At the January 21, 2014, Board Meeting, the Board is considering the new permit fees required to fund the PPT position.

ALTERNATIVES AND CONSEQUENCES OF NEGATIVE ACTION:
1. Allow the Building Department to take longer to complete the paperwork for permits. This would reduce the current service level to the public and slow all phases of the permit process significantly.
2. Pay the Senior DST significant amounts of overtime to accomplish the work. This will decrease the productivity of the Building Department as it will result in an undue work burden.

FINANCIAL IMPACT:
Monies required to support the position will be funded through the increased permit activity and proposed increase in permit fees.

CAO RECOMMENDATION
Requested Action Recommended
RESULT: ADOPTED [UNANIMOUS]
MOVER: Lee Stetson, District I Supervisor
SECONDER: Merlin Jones, District II Supervisor
AYES: Stetson, Jones, Bibby, Cann, Carrier