

COUNCIL MEETING OF:
AGENDA ITEM NO:

November 23, 2009
4.3 (b)

TO: MAYOR AND CITY COUNCIL
THROUGH: *See O: 2 for*
LINDA NORRIS, CITY MANAGER
FROM: VICKIE HARDIN WOODS, DIRECTOR *VHW*
COMMUNITY DEVELOPMENT DEPARTMENT
SUBJECT: BUILDING & SAFETY ENGINEER 4 POSITION

ISSUE:

Should the Council approve the addition of an Engineer 4 position to the Building & Safety Division?

RECOMMENDATION:

Staff recommends that the City Council approve the addition of one Engineer 4 position (salary range B42: \$6101.33 - \$7789.13 per month) in the Building & Safety Division.

BACKGROUND:

In FY 06-07, the Building & Safety Division reclassified an existing Plan Review Supervisor position to an Engineer 4. The position was filled through August 2008. For the remaining months of FY 08-09, the position has remained vacant due to a decrease in building permit activity and reduced revenues. In FY 09-10, the Division reduced FTE positions from 33 (FY 2008-09 adopted budget) to 21.50. The Engineer 4 was one of the positions cut.

During the first few months of FY 09-10, building permit activity has shown signs of improvement, the workload of existing staff has increased to the point of affecting service levels, and several large, complex projects are expected in the future. In addition, first quarter revenues have exceeded budgeted revenues. Based on these factors, the Division is requesting the addition of the Engineer 4 position thereby increasing staffing levels to 22.5 FTE.

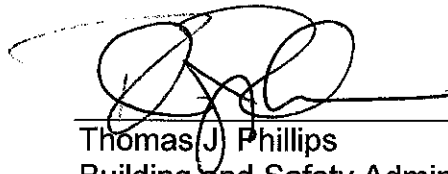
FACTS AND FINDINGS:

Engineer 4: The Engineer 4 will conduct structural plan reviews for compliance with applicable codes, supervise the Structural Plan Review and Inspection Programs, counsel customers relative to code specifications, advise staff on matters requiring engineering expertise, provide expert testimony on engineering related issues, and resolve project challenges and obstacles. The addition of the Engineer 4 would free up staff to deal with

increasing workloads, add administrative depth to Division management, and enable the Division to address complex building projects which require engineering review. The recommended position classification/salary is based on the qualifications needed for the position and the previous classification of the engineer position in the Building & Safety Division.

FISCAL IMPACT:

Engineer 4: The impact for the remainder of the 2009-10 fiscal year (based on filling the position in January 2010) will be \$66,440. Savings in the Materials & Services category for Engineering Services and Other Professional Services (third party plan review and inspections) will fund 90% of the position cost. The additional cost will be covered by savings in Personal Services.



Thomas J. Phillips
Building and Safety Administrator

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