



STAFF REPORT

DATE: September 6, 2016

REGULAR

ITEM #:

MOTION

TO: Mayor and City Council

FROM: Michael Bent, Building Official

Kristina Handt, City Administrator

AGENDA ITEM: Authorize Advertising for Building Inspector

BACKGROUND:

As previously discussed at budget workshops, the City is experiencing an increase in building activity and additional staffing was requested to cover the inspections.

ISSUE BEFORE COUNCIL:

Should the Council authorize staff to advertise for a building inspector?

PROPOSAL DETAILS/ANALYSIS:

Attached to this cover sheet is a more in depth analysis of the need for an additional combination building inspector prepared by the building official.

Also included in the packet is the job posting used last year that has been updated with new dates.

FISCAL IMPACT:

The cost of the new position for the remainder of 2016 is estimated at \$20,000 or less depending on start date and pay. The 2016 budget is projected to have a surplus of over \$550,000 due largely to the increase in building revenue.

OPTIONS:

- 1) Authorize staff to advertise for a new building inspector
- 2) Table decision until closer to 2017
- 3) Direct staff to secure a contracted building inspector
- 4) Maintain current level of staffing

RECOMMENDATION:

Motion to authorize staff to advertise for a building inspector