



Gaston County

Gaston County
Board of Commissioners
www.gastongov.com

Building Inspections

Board Action

File #: 16-397

Commissioner Brown - To Appropriate Funds from Permit Revenues to Inspections Salaries and Approve Staffing Requisition for a New Plan Intake Specialist Position **(No Additional County Funds)**

STAFF CONTACT

Brian Sciba - Director - Building Inspections - 704-866-3960

BUDGET IMPACT

Appropriate permit revenues. No additional County funds.

BUDGET ORDINANCE IMPACT

Increase permit revenues by \$57,000.00 and appropriate \$39,000.00 in Inspections Salaries; \$2,984.00 into the Inspections FICA account; \$3,148.00 into the Inspections Retirement account; \$10,500 into Inspections Group Insurance; \$404 in Inspections Unemployment Insurance and \$964.00 in Inspections Equipment Account for a desktop computer.

BACKGROUND

Due to the increase in both Residential and Commercial permits, along with the retirement of one of our Permit Facilitators as well as the pending retirement of another Permit Facilitator, it has become necessary for Building Inspections to add a new position. The creation of this new position will allow us to better serve our community and help insure that we keep the building process moving as efficiently as possible. Along with other duties, this new positions main role will be to perform plan intake which will help speed up the process of Commercial and Residential Plan Review. This position will also help to implement Electronic Plan Review.

POLICY IMPACT

N/A

ATTACHMENTS

Budget Change Request

I, Donna S. Buff, Clerk to the County Commission, do hereby certify that the above is a true and correct copy of action taken by the Board of Commissioners as follows:

NO.	DATE	M1	M2	Brown	Carpenter	Fraley	Kelgher	Phillbeck	Price	Williams	Vote
2016-251	09/27/2016	CB	JC	A	A	A	A	AB	AB	A	U

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GASTON COUNTY BUDGET CHANGE REQUEST

TO: Earl Mathers COUNTY MANAGER

FROM: 4350 Building Inspections
 Dept. # Department Name

Joseph Brian Sciba 8/16/16
 Department Director's Signature Date

TYPE OF REQUEST:

Line Item Transfer Within Department & Fund

Line Item Transfer Between Funds *

Project Transfer Within Department & Fund

Additional Appropriation of Funds *

Line Item Transfer Between Departments *

* Requires resolution by the Board of Commissioners

Resolution #

Date

ACCOUNT DESCRIPTION (As it appears in the budget)	ACCOUNT NUMBER	PROJECT	AMOUNT
	Fund - Dept - Subdept - Div - Acct - Subacct xx - xxxx - xxxx - xxxx - xxx - xxx	SUBPROJECT xxxxx - xxxx	Whole Dollars Only (See Note Below)
Permit Revenue	61-4350-410-500		(57000)
Salaries	61-4350-121-000		39000
FICA	61-4350-181-000		2984
Retirement	61-4350-182-000		3148
Group Insurance	61-4350-183-000		10500
Unemployment Insurance	61-4350-184-000		404
Equipment	61-4350-530-000		964

JUSTIFICATION FOR REQUEST:

Due to the increase in both residential and commercial permits, along with the retirement of one of our permit facilitators as well as the pending retirement of another permits facilitator it has become necessary for building inspections to add a new position. The creation of this new position will allow us to better serve our community and help insure that we keep the building process moving as efficiently as possible. Along with other duties, this new positions main role will be to perform plan intake which will help speed up the process of commercial and residential plan review. This position will also help to implement electronic plan review.

APPROVAL SIGNATURES:

 County Manager/Interim Assistant County Manager Date

 Financial Operations Manager/Asst. Financial Operations Mgr. Date

 Interim Budget Administrator Date

Note: Decreases in expenditures & increases in revenue accounts require brackets. Increases in expenditures & decreases in revenue do not require brackets. Please note that transfers between funds require interfund transfer accounts.