



Legislation Details (With Text)

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Title: RECLASSIFICATION OF THE OFFICE MANAGER POSITION FOR BUILDING AND CODE SERVICES

Sponsors:

Indexes:

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Attachments: 1. RESOLUTION, 2. Office Manager Memo, 3. JD Office Manager Bldg Code

Date	Ver.	Action By	Action	Result
2/21/2024	1	Regular City Commission Meeting		

TO: Mayor and City Commission

FROM: Jennifer M. Johnson, City Clerk

DATE: February 21, 2024

RECLASSIFICATION OF THE OFFICE MANAGER POSITION FOR BUILDING AND CODE SERVICES

BACKGROUND: This reclassification of the Office Managers position from paygrade 19 to 23 is based on the additional responsibilities, supervision and qualifications required of this position.

RECOMMENDATION: City Staff recommends Approval

FISCAL IMPACT: There will be an approximate \$12,000.00 impact to the annual budget for the Building Department.

CONTACT PERSON: Richard Nixon, Director Building and Code Services. (954) 579-0433.