



Sandra Pate <spate@cityoffoley.org>

Fwd: Staffing

16 messages

Miriam Boutwell <mboutwell@cityoffoley.org>

Thu, Jan 30, 2020 at 8:38 PM

To: Sandra Pate <spate@cityoffoley.org>, Mike Thompson <mthompson@cityoffoley.org>

Cc: Chuck Lay <clay@cityoffoley.org>

Mike & Sandra,

Please see Chuck's email below. We are drowning in inspections - could we look at a TPT position to help out? This is not budgeted but maybe we could find some money somewhere?

Thanks,

Miriam Boutwell, MPA, AICP, CFM
Community Development Director
Planner/Building Official
120 S McKenzie Street
Foley, AL 36535
251-952-4011
mboutwell@cityoffoley.org



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----- Forwarded message -----

From: **Chuck Lay** <clay@cityoffoley.org>

Date: Thu, Jan 30, 2020 at 11:46 AM

Subject: Staffing

To: Miriam Boutwell <mboutwell@cityoffoley.org>

Good morning Miriam,

I would like to go ahead and explore that possibility of getting a temporary part time inspector/plan reviewer. We are still super busy, the inspectors were overloaded again today and I had to take some of their load, and we are still booking several days out in inspection requests. All of us are worn out. I am also worried about what I hear, just from DR Horton about starts over the next few months, hundreds of new houses. We are gambling every day now with maxing out the inspectors. If one gets sick, it will be a mess and I don't like operating that way. At some point I am going to have to take a real vacation and I need to be able to keep one of them in as much as possible, if I am out, so we can keep things moving. And at some point they will be taking vacations.

The new person could use whatever vehicle is not in use, including mine. They should only need a tablet, printer, desk phone and such.

The temporary part time approach is good for now to see what the economy does.

We also need to keep talking about the new software.

What do you think?

--

Chuck Lay, CFM
Chief Building Inspector
City of Foley



Sandra Pate <spate@cityoffoley.org>

Fri, Jan 31, 2020 at 9:06 AM

To: Miriam Boutwell <mboutwell@cityoffoley.org>

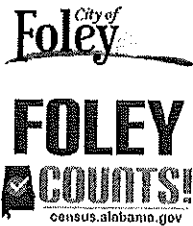
Cc: Mike Thompson <mthompson@cityoffoley.org>, Chuck Lay <clay@cityoffoley.org>

How many hours a week were you thinking and what pay rate are you expecting? With it only being the 1st quarter of the fiscal year, I don't see any extra funds in your personnel accounts. Do you have money in your budget somewhere else like in operational or capital that you could pull from?

[Quoted text hidden]

--

Sandra Pate, SPHR;AAPPA-CP, ACRMS
HR Director/Assistant City Administrator
City of Foley, PO Box 1750, Foley, AL 36536
251-943-1545 or spate@cityoffoley.org
<http://www.cityoffoley.org>



Chuck Lay <clay@cityoffoley.org>

Fri, Jan 31, 2020 at 9:09 AM

To: Sandra Pate <spate@cityoffoley.org>

Cc: Miriam Boutwell <mboutwell@cityoffoley.org>, Mike Thompson <mthompson@cityoffoley.org>

I would think the 29 hours per week at base inspector pay.

Chuck

[Quoted text hidden]

Miriam Boutwell <mboutwell@cityoffoley.org>

Fri, Jan 31, 2020 at 9:17 AM

To: Sandra Pate <spate@cityoffoley.org>

Cc: Mike Thompson <mthompson@cityoffoley.org>, Chuck Lay <clay@cityoffoley.org>

Sandra,

I'm at Troy University with my granddaughter until tomorrow night. I'll look at our accounts next week.

Miriam Boutwell, MPA, AICP, CFM
Community Development Director
Planner/Building Official
120 S McKenzie Street
Foley, AL 36535
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On Fri, Jan 31, 2020 at 9:07 AM Sandra Pate <spate@cityoffoley.org> wrote:
[Quoted text hidden]

Michael Thompson <mthompson@cityoffoley.org>
To: Sandra Pate <spate@cityoffoley.org>
Cc: Miriam Boutwell <mboutwell@cityoffoley.org>, Chuck Lay <clay@cityoffoley.org>

Fri, Jan 31, 2020 at 9:20 AM

I suspect council will be ok with this request.

Mike
[Quoted text hidden]

Chuck Lay <clay@cityoffoley.org>
To: Michael Thompson <mthompson@cityoffoley.org>
Cc: Sandra Pate <spate@cityoffoley.org>, Miriam Boutwell <mboutwell@cityoffoley.org>

Fri, Jan 31, 2020 at 9:25 AM

Council has probably already been getting complaints about our backlog.

Chuck
[Quoted text hidden]

Sandra Pate <spate@cityoffoley.org>
To: Chuck Lay <clay@cityoffoley.org>
Cc: Michael Thompson <mthompson@cityoffoley.org>, Miriam Boutwell <mboutwell@cityoffoley.org>

Fri, Jan 31, 2020 at 9:56 AM

So essentially, at \$22.37 an hour and 29 hours a week, we would be looking at a total of about \$22,000 including salary, payroll taxes, etc. for the remainder of this fiscal year if you started the person on pay period beginning February 18th at the base pay of an inspector. Do you have someone in mind, or would we need to advertise for you? Miriam, check your budget and see if you have any funds anywhere. Otherwise, we will request the funding from Council and I can put it on the Council Agenda for February 17th.

[Quoted text hidden]

Michael Thompson <mthompson@cityoffoley.org>
To: Chuck Lay <clay@cityoffoley.org>
Cc: Sandra Pate <spate@cityoffoley.org>, Miriam Boutwell <mboutwell@cityoffoley.org>

Fri, Jan 31, 2020 at 10:09 AM

I have had some discussions with builders on this. I think the temporary part time is the way to go because I do think that over the next couple of years we will see housing starts soften because sooner or later we will have to go through a downturn cycle. And I don't want a downturn to affect a permanent full time position.

Mike

On Fri, Jan 31, 2020 at 9:25 AM Chuck Lay <clay@cityoffoley.org> wrote:
[Quoted text hidden]

Chuck Lay <clay@cityoffoley.org>

Fri, Jan 31, 2020 at 11:06 AM

To: Sandra Pate <spate@cityoffoley.org>

Cc: Michael Thompson <mthompson@cityoffoley.org>, Miriam Boutwell <mboutwell@cityoffoley.org>

We would need to advertise. Going to be a particular skill set. Will probably end up with a retiree from construction, architecture or engineering.

[Quoted text hidden]

Chuck Lay <clay@cityoffoley.org>

Fri, Jan 31, 2020 at 11:10 AM

To: Michael Thompson <mthompson@cityoffoley.org>

Cc: Sandra Pate <spate@cityoffoley.org>, Miriam Boutwell <mboutwell@cityoffoley.org>

I agree Mike.

And we could still go full time if something like the woerner property project, the mini city, came to life and was going to last for a few years.

And if the part time person wasn't working out, they would be easier to let go.

[Quoted text hidden]

Sandra Pate <spate@cityoffoley.org>

Fri, Jan 31, 2020 at 11:11 AM

To: Chuck Lay <clay@cityoffoley.org>

Cc: Michael Thompson <mthompson@cityoffoley.org>, Miriam Boutwell <mboutwell@cityoffoley.org>, Suzanne Kellams <skellams@cityoffoley.org>

Ok, wasn't sure if you already had someone in mind or not. Attached is the job description. We typically use all or parts of the "Job Summary" when posting the recruitment ad, but Suzanne will work with you on that after we find out the source of funding, etc. and are ready to post.

[Quoted text hidden]



Building Inspector - Community Development - 2030105.pdf
151K

Chuck Lay <clay@cityoffoley.org>

Fri, Jan 31, 2020 at 11:17 AM

To: Sandra Pate <spate@cityoffoley.org>

Looks good to me. I would leave it open until filled because it could take a while.

[Quoted text hidden]

Miriam Boutwell <mboutwell@cityoffoley.org>

Wed, Feb 5, 2020 at 10:42 AM

To: Sandra Pate <spate@cityoffoley.org>

Cc: Chuck Lay <clay@cityoffoley.org>, Michael Thompson <mthompson@cityoffoley.org>

Sandra,

We'll have a small gap between Eric's last day & getting a new Inspector on board so that could go toward the expense. This is our first year in this building so am not sure there are any accounts we could reduce. Let's just ask for all the funding. We have some Council members who have awareness of our work situation.

Thanks,
Miriam

Miriam Boutwell, MPA, AICP, CFM
Community Development Director
Planner/Building Official
120 S McKenzie Street
Foley, AL 36535
251-952-4011
mboutwell@cityoffoley.org



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On Fri, Jan 31, 2020 at 9:56 AM Sandra Pate <spate@cityoffoley.org> wrote:
[Quoted text hidden]

Sandra Pate <spate@cityoffoley.org>
To: Miriam Boutwell <mboutwell@cityoffoley.org>
Cc: Chuck Lay <clay@cityoffoley.org>, Michael Thompson <mthompson@cityoffoley.org>

Wed, Feb 5, 2020 at 11:02 AM

Ok, I will get it on the agenda for next meeting.
[Quoted text hidden]

Miriam Boutwell <mboutwell@cityoffoley.org>
To: Sandra Pate <spate@cityoffoley.org>
Cc: Chuck Lay <clay@cityoffoley.org>, Michael Thompson <mthompson@cityoffoley.org>

Wed, Feb 5, 2020 at 11:08 AM

Thanks so much!

Miriam Boutwell, MPA, AICP, CFM
Community Development Director
Planner/Building Official
120 S McKenzie Street
Foley, AL 36535
251-952-4011
mboutwell@cityoffoley.org



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[Quoted text hidden]

Chuck Lay <clay@cityoffoley.org>
To: Miriam Boutwell <mboutwell@cityoffoley.org>

Wed, Feb 5, 2020 at 11:42 AM

2/5/2020

City of Foley Mail - Fwd: Staffing

Cc: Sandra Pate <spate@cityoffoley.org>, Michael Thompson <mthompson@cityoffoley.org>

Yes, thank you!

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