

RESOLUTION 2019-22

A RESOLUTION OF THE MAYOR AND CITY COMMISSION OF THE CITY OF NORTH MIAMI BEACH, FLORIDA APPROVING A BUDGET AMENDMENT TO THE GENERAL FUND, THE INFORMATION TECHNOLOGY FUND, AND THE BUILDING FUND OF THE ANNUAL BUDGET FOR FISCAL YEAR OCTOBER 1, 2018, TO SEPTEMBER 30, 2019.

WHEREAS, the City of North Miami Beach ("City") adopted Resolution No. 2018-83 on September 27, 2018, establishing revenues and appropriations for the City for the Fiscal Year commencing October 1, 2018 and ending on September 30, 2019 ("FY 2019"); and

WHEREAS, from time to time during the normal conduct of the City's operations, situations arise requiring amendments or modifications of the City's annual adopted budget; and

WHEREAS, the Building Department requires a full-time Chief Electrical Inspector position; and

WHEREAS, the Building Fund has sufficient available resources to fund an additional full-time position; and

WHEREAS, the Mayor and City Commission believe it is in the best interests of the City to employ a full-time Chief Electrical Inspector; and

WHEREAS, the Finance Director has met with the City Manager and Department Heads to identify additional modifications or amendments to the FY 2019 Budget, including the General Fund, the Transit Surtax Fund, Building Fund and Information Technology Fund; and

WHEREAS, the Mayor and City Commission believe it is in the best interests of the City to adopt the FY2019 March Budget Amendment as submitted (Exhibit "A").

NOW, THEREFORE, BE IT RESOLVED by the Mayor and City Commission of the City of North Miami Beach, Florida that:

Section 1. The aforementioned recitals are true and correct.

Section 2. The Mayor and City Commission of the City of North Miami Beach hereby approves and authorizes the creation of a full-time Chief Electrical Inspector position.

Section 3. The Mayor and City Commission of the City of North Miami Beach hereby approves and authorizes the proposed Fiscal Year 2019 March Budget Amendment as set forth in Exhibit "A".

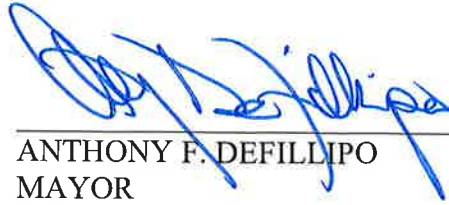
Section 4. This resolution shall take effect immediately upon approval.

APPROVED AND ADOPTED by the City of North Miami Beach City Commission at the regular meeting assembled this **19th day of March 2019**.

ATTEST:



PAMELA L. LATIMORE
CITY CLERK
(CITY SEAL)



ANTHONY F. DEFILLIPO
MAYOR

APPROVED AS TO FORM, LANGUAGE
& FOR EXECUTION:



SARAH JOHNSTON
CITY ATTORNEY

Sponsored by: Mayor and City Commission

EXHIBIT A

City of North Miami Beach
 Exhibit A
 Fiscal Year 2019 Budget Amendment
 March Request

| From Account: | | Funding Provided | | Amount | Description |
|------------------------------------|----------------------------|------------------|--|-------------------|--|
| To Account: | | | | | |
| General Fund | | | | | |
| 010200-512995 | City Manager's Contingency | 010500-521347 | Other Contractual Services | \$ 34,400 | Plante Moran Implementation Support |
| | | | Total General Fund | \$ 34,400 | |
| Transit Surtax Fund | | | | | |
| 103865-549630 | Improvements o/t Buildings | 103866-549630 | Improvements o/t Buildings | \$ 400,768 | From transportation projects to transit (trolleys) |
| | | | | \$ 400,768 | |
| Building Fund | | | | | |
| 471-300100 | Prior Year Carryforward | 471284-524347 | Other Contractual Services | \$ 87,075 | Plante Moran Implementation Support |
| | | | Total Building Fund | \$ 87,075 | |
| Information Technology Fund | | | | | |
| 500-300100 | Prior Year Carryforward | 500212-534630 | Improvements o/t Buildings | \$ 62,730 | Executime Time-keeping Software |
| | | | Total Information Technology Fund | \$ 62,730 | |



Job Description

JOB TITLE: Chief Electrical Inspector

Origin Date: March 9, 2007

Revision Date: 10/2007

SUMMARY: Performs technical, supervisory, and administrative work in plans review and analysis, inspection, and enforcement to determine compliance with the Florida Building Code, City Code of Ordinances, and accepted standards relating to the installation of electrical systems and equipment. Provides technical supervision to field inspectors in the enforcement and interpretation of electrical codes and regulations. Inspects a variety of electrical blueprints and installations to determine whether plans, specifications, and materials conform to legally established requirements. Exercises considerable initiative and independent judgment under the general direction of the Building Official.

ADA REQUIREMENTS: Individual's sensory modalities (vision and hearing) and physical capabilities (ambulation, strength, coordination, dexterity, range of motion) must be sufficient to perform the Essential Functions of the position.

LEVEL

Chief Electrical
Inspector – Building
Division

ESSENTIAL FUNCTIONS

1. Performs technical inspection of the installation of new or major modification to old electrical wiring, motors, equipment, and related electrically operated apparatus throughout the City. Checks air conditioning installation as to electrical loads.
2. Conducts technical field inspection services for building permits issued by the City of new and existing installations for compliance with the South Florida Building Code.
3. Inspects construction upon completion and signs permit granting final approval that building is safe for life and property.
4. Performs inspections to insure that work proceeds in accordance with approved plans.
5. Organizes inspection route schedule and maintains accurate records of inspections.
6. Investigates building permit applications that have not been issued, and have expired, to determine if the work has been done without a building permit.
7. Investigates building permits that have been issued, and have expired, but no

SKILLS/ABILITIES

Considerable knowledge of applicable provisions of the South Florida Building Code pertaining to building construction. Considerable knowledge of the methods and practices involved in constructing, installing, and operating a variety of building installations, equipment, and appliances. Considerable knowledge of possible defects in building construction and of effective corrective measures. Knowledge of building construction plans and blueprints. Knowledge of departmental policies, rules, and procedures. Knowledge of the records, reports, and forms used in the area of assignment. Ability to conduct technical

EDUCATION EXPERIENCE

Requires 5 years construction experience in a supervisory capacity and at least one of the following:
A General Contractor's license and a current Certificate of Competency issued by the State of Florida Construction Industry Licensing Board OR A General Contractor's License issued and a current Certificate of Competency by Miami-Dade County Construction Trade Qualifying Board; OR a General Contractor's license issued subsequent to a proctor examination, graded by an independent testing agency approved by the Board of Rules and Appeals. OR Must possess two years construction experience and possess an Associate of Science Degree in Building Code Enforcement or other construction related curriculum awarded for completion of an educational course accepted by the Board of

- inspections have been called in, to determine if the work has been done without inspections.
8. Investigates complaints from residents related to the Florida Building Code to determine if there is a code violation.
 9. Refers residents to other agencies for assistance depending upon the nature of the complaints related to the Florida Building Code.
 10. Receives, handles and performs follow-up on resident complaints as it relates to the Florida Building Code, et al, and ensures complaints are handled in a timely manner.
 11. Interacts with residents to educate and familiarize them with the need for building permitting and inspections for work under the Florida Building Code, et al.
 12. Prepares and processes reports and information to include notices, letters, etc.
 13. Types forms and answers a variety of correspondence incidental to work assignments.
 14. Interacts and communicates with a variety of groups and individuals to include citizens, supervisors, other departments, etc.
 15. Performs other related duties as required.

field inspections of building construction projects to assure compliance with the South Florida Building Code. Ability to understand structural installations and related fields in the construction industry. Ability to explain inspection results and required corrections both verbally in writing. Ability to read and understand building construction blueprints and to conduct inspections to insure that work proceeds in accordance with approved plans. Ability to enforce building codes with firmness, tact, and impartiality.

Must be physically able to operate a variety of machinery and equipment including an automobile, computer, camera, calculator, telephone, typewriter, copier, and fax machine, etc. Must be able to exert up to thirty pounds of force occasionally and/or up to ten pounds of force frequently, and/or a negligible amount of force constantly to move objects.

Physical demand requirements are in excess of those for sedentary work. Work involves moving, climbing, bending and stooping for short periods of time. Must be able to lift and/or carry weights of ten to thirty pounds.

Rules and Appeals and possess a current certificate of competency as a general contractor, in the State of Florida. Or A current license from the State of Florida as an Architect or Engineer and building construction experience. Must have ability to compile data, maintain complex records, and interact with the public. Must have good typing and computer skills. Must possess a valid driver's license. Must be able to be certified by the Miami-Dade County Building Code Compliance Office as a building inspector and plans examiner.