



Board of Supervisors

Agenda Item Detail

Meeting Date: July 9, 2025

Agenda Section: Committee Business - Human Resources Committee

Title: Deputy Building Official/Code Administrator Position

This new position will support the current Building Official/Code Administrator by assisting with staff supervision and providing both technical and administrative oversight. It is anticipated that a Senior Building Inspector who meets the qualifications will be promoted into this new role, with the goal of transitioning into the Building Official/Code Administrator position upon the incumbent's planned retirement in May 2026. The Senior Inspector position vacated as part of this transition will remain open but unfilled.

The Human Resources Committee unanimously recommends approval of the request of the to create a new Deputy Building Official/Code Administrator position (Pay Range 219: \$71,972–\$118,623) in the Public Works Department – Building Inspections Division. No additional funding is required.

Attachments:

[BOS07-09-25PublicWorksPostionRequest.pdf](#)