

RESOLUTION NO. 20-144

A RESOLUTION OF THE BOARD OF COUNTY COMMISSIONERS OF PINELLAS COUNTY, FLORIDA, DESIGNATING JOB TITLES OF CODE INSPECTORS PURSUANT TO SECTION 125.69 AND CODE ENFORCEMENT OFFICERS PURSUANT TO SECTION 162.21, FLORIDA STATUTES; PROVIDING FOR PUBLIC RECORDS EXEMPTIONS CONSISTENT WITH SECTION 119.071(4)(d)2.i., FLORIDA STATUTES; DELEGATING AUTHORITY TO THE COUNTY ADMINISTRATOR AND DEPARTMENT DIRECTORS PERTAINING TO CODE INSPECTOR DESIGNATIONS; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, Sections 125.69(4) and 162.21(2), Fla. Stat., authorize the Pinellas County (County) Board of County Commissioners (Board) to designate code inspectors and code enforcement officers (Code Inspectors) whose duty it is to ensure compliance with the Pinellas County Code (Code); and

WHEREAS, Code Inspectors may issue quasi-criminal citations for local ordinance violations to be prosecuted in County Court pursuant to Section 125.69(4), Fla. Stat.; and

WHEREAS, Code Inspectors may issue civil citations for local ordinance violations to be tried in County Court pursuant to Section 162.23, Fla. Stat.; and

WHEREAS, Code Inspectors may request quasi-judicial code enforcement hearings pursuant to Section 162.06, Fla. Stat.; and

WHEREAS, Code Inspectors may recover, retain, trade, donate, sell, and dispose of lost or abandoned property pursuant to Section 705.1015, Fla. Stat.; and

WHEREAS, Code Inspectors may have certain personal information redacted from public records pursuant to Section 119.071(4)(d)2.i., Fla. Stat.; and

WHEREAS, the Board last designated Code Inspectors for all departments under the County Administrator in Pinellas County Resolution No. 10-198; and

WHEREAS, new Code Inspector designations are needed; and

WHEREAS, the Board wishes to designate the job titles of employees who may operate as Code Inspectors; and

WHEREAS, the Board wishes to authorize and direct department directors under the County Administrator to determine which employees holding designated job titles actually warrant designation as Code Inspectors; and

WHEREAS, for purposes of public records, employees operating as code inspectors should be so designated in OPUS; and

WHEREAS, the Board also wishes to delegate authority to the County Administrator or his/her designee to amend job titles designated herein that are subject to internal reorganization or rebranding.

NOW THEREFORE, BE IT RESOLVED BY THE BOARD OF COUNTY COMMISSIONERS OF PINELLAS COUNTY, FLORIDA, AT A DULY ASSEMBLED MEETING HELD ON THIS 6th DAY OF October 2020, AS FOLLOWS:

Section 1. This Resolution supersedes and replaces Resolution No. 10-198. However, nothing in this Resolution supersedes or replaces anything in Resolution No. 19-98 relating to the Construction Licensing Division.

Section 2. The Board, pursuant to Section 705.1015, Fla. Stat., in Ordinance No. 06-10, codified in Section 58-271 of the Pinellas County Land Development Code previously designated “Code Inspectors of the Department of Environmental Management” to administer the provisions of Section 705, Fla. Stat. Pursuant to Section 2-64 and Appendix D of the Code, this authority rests with the Code Enforcement Division of the Building and Development Review Services Department. The designation and re-designation of job titles as code inspectors in this Resolution is not intended to expand enforcement of Section 705, Fla. Stat., beyond the designation in Appendix D and Code Enforcement Division employees holding job titles designated as Code Inspectors herein are authorized to administer the provisions of Chapter 705, Fla. Stat., to the extent permitted by Section 705.1015, Fla. Stat.

Section 3. The Board finds that employees holding the job titles listed in Appendix A, attached hereto, may have duties that entail enforcing County ordinances or assuring Code compliance. Employees holding such job titles may be designated as Code Inspectors by department directors in accordance with Section 4 below. Employees so designated are authorized to take the following actions in response to Code violations: (1) issue quasi-criminal citations pursuant to Section 125.69, Fla. Stat.; (2) issue civil citations pursuant to Section 162.03, Fla. Stat.; and (3) request quasi-judicial code enforcement hearings pursuant to Section 162.06, Fla. Stat.

Section 4. Department directors must determine which employees holding the job titles designated herein warrant designation as Code Inspectors. In order to warrant designation, an employee’s duties must entail enforcing County ordinances or assuring Code compliance. Department directors must communicate to employees whether designation is appropriate.

Department directors must also submit all designations to a designee appointed by the County Administrator. Such designee must submit designations to the Human Resources Department for inclusion in OPUS on a periodic, but no less than annual, basis.

Section 5. The County Administrator, or designee, is hereby authorized to amend Appendix A in accordance with the following:

1. Where any job title designated herein changes as a result of internal reorganization or rebranding, and the duties of at least one employee holding the new job title still entail enforcing County ordinances or assuring Code compliance, the County Administrator

- or designee may revise the designated job title to reflect the new job title, effective immediately; or
2. Should the potential duties of any job title designated herein no longer entail enforcing County ordinances or assuring Code compliance, the County Administrator or designee may strike the designated job title, effective immediately. A job titled removed pursuant to this section cannot be reinstated without action by the Board; and
 3. At least annually, the County Administrator must compile such amendments for inclusion on the Board's receipt and file report, noting all amendments and the date that each amendment became effective.

Section 6. All employees designated as Code Inspectors in accordance with Section 4 above may request that that certain personal information be exempt from public records requests pursuant to Section 119.071(4)(d)2.i., Fla. Stat. Such employees are reminded to direct exemption requests to separate agencies as appropriate.

Section 7. This Resolution is effective immediately upon its adoption.

Commissioner Peters offered the foregoing Resolution and moved its adoption, which was seconded by Commissioner Seel , and upon roll call the vote was:

Ayes: Gerard, Eggers, Justice, Long, Peters, Seel, and Welch.

Nays: None.

Absent and not voting: None.

APPROVED AS TO FORM

By: Brendan Mackesey
Office of the County Attorney

APPENDIX A: JOB TITLES OF CODE INSPECTORS

AIRPORT DEPARTMENT

Airport Director
Airport Traffic Assistant

ANIMAL SERVICES DEPARTMENT

Animal Services Bureau Director
Field Services Manager
Animal Control Officer 3
Animal Control Officer 2
Animal Control Officer 1

BUILDING AND DEVELOPMENT REVIEW SERVICES (BDRS) DEPARTMENT

BDRS Administration:

BDRS Director

Building Division:

Building Division Manager/Building Official
Project Coordinator/Deputy Building Official
Chief Inspector
Chief Plans Examiner
Building Plans Examiner
Building Permit Technician II
Building Permit Technician I
Building Inspector III
Building Inspector II
Building Inspector I
Plumbing Inspector III
Plumbing Inspector II
Plumbing Inspector I
Mechanical Inspector III
Mechanical Inspector II
Mechanical Inspector I
Electrical Inspector III
Electrical Inspector II
Electrical Inspector I
Administrative Specialist II
Administrative Specialist I
Customer Operations Manager
Lead Permit Specialist
Permit Specialist
Building Specialist

Code Enforcement Division:

Code Enforcement Division Manager/Housing Official
Code Enforcement Operations Manager

Code Enforcement Supervisor
Computer Support Specialist
Code Enforcement Specialist
Code Enforcement Officer II
Code Enforcement Officer I
Administrative Specialist II
Administrative Specialist I

Development and Review Services Division:

DRS Division Manager
Project Coordinator
Engineer 3
Engineer 2
Engineer 1
Engineering Technician II
Engineering Specialist 1
Environmental Manager
Environmental Program Manager II
Environmental Specialist II
Environmental Specialist I
Administrative Specialist II
Administrative Specialist I

OFFICE OF HUMAN RIGHTS

Director, Human Rights
Human Rights Compliance Manager
Senior Equal Opportunity Coordinator
Equal Opportunity Coordinator
Wage Theft Administrator
Intake Officer

HUMAN SERVICES DEPARTMENT

Director 3, HS (Director of Human Services Department)
Director 1, HS (Director of Program Services Division)
Section Manager 1, HS (Consumer Protection)
Consumer Protection Investigator 2
Consumer Protection Investigator 1

PARKS AND CONSERVATION RESOURCES DEPARTMENT

Chief Park Ranger
Preserve Supervisor
Park Ranger 3
Park Ranger 2
Park Ranger 1
Resident Park Manager
Operations Manager
Environmental Program Manager 2
Environmental Program Manager 1

Environmental Specialist Senior
Environmental Specialist II
Environmental Specialist I

PUBLIC WORKS DEPARTMENT

Public Works Department Administration:

Public Works Department Director

Environmental Management:

Environmental Management Division Director
Environmental Management Division Manager
Environmental Program Manager 3
Environmental Program Manager 2
Environmental Program Manager 1
NPDES Coordinator
Coastal Coordinator
Engineering Specialist 2
Engineering Specialist 1
Environmental Specialist 3
Environmental Specialist 2
Environmental Specialist 1
Marine Construction Inspector
Marine Safety Coordinator

Stormwater & Vegetation:

Floodplain Administrator
Urban Forestry Section Manager
Urban Forestry Operations Manager
Urban Forestry Operations Supervisor
Environmental Program Manager (Urban Forester)

Transportation:

Traffic Operations Section Manager
Traffic Operations Engineering Specialist Supervisor
Traffic Operations Engineering Technician 2
Traffic Operations Field Inspector 2

UTILITIES DEPARTMENT

Utilities Administration:

Utilities Director
Assistant Utilities Director

Customer Services Division:

Customer Services Division Director
Customer Services Manager
Customer Services Collections Supervisor
Program Coordinator (Field Services Manager)
Water Conservation Coordinator
Water Conservation Compliance Officer

Meter Reader 3
Meter Reader 2
Meter Reader 1

Maintenance Division:

Maintenance Division Director
Utilities Technical Services Manager
Maintenance Operations Manager
Maintenance Section Manager
Maintenance Utilities Specialist 4
Maintenance Field Inspector 2

Water Quality Division:

Water Quality Division Director
Water Quality Monitoring Manager
Water Quality Management Specialist 3
Water Quality Management Specialist 2
Water Quality Management Specialist 1