



**Request for City Council Committee Action
From the Department of Regulatory Services**

Date March 17, 2005
To Council Member Barbara Johnson, Chair
Ways & Means Committee

Subject Request approval for step 7 of plumbing inspector for Larry McDonald

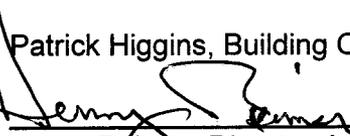
Recommendation

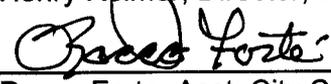
The Department of Operations & Regulatory Services requests your approval to hire Mr. Larry McDonald at the top step, step 7, of the salary scale for plumbing inspector, Construction Inspection Services, in the Inspections Division.

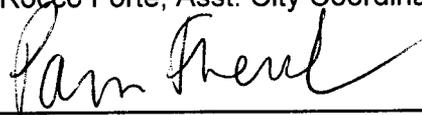
Prepared by:

Patrick Higgins, Building Official, Construction Inspection Services

Approved by:


Henry Reimer, Director, Inspection Services


Rocco Forte, Asst. City Coordinator, Emergency Preparedness,
Regulatory Services


Pam French, Human Resources Director

Presenters in Committee: Patrick Higgins, Building Official, Construction Inspection Services

Financial Impact (Check those that apply)

No financial impact - or - Action is within current department budget.
(If checked, go directly to Background/Supporting Information)

Action requires an appropriation increase to the Capital Budget

Action requires an appropriation increase to the Operating Budget

Action provides increased revenue for appropriation increase

Action requires use of contingency or reserves

Other financial impact (Explain):

Request provided to the Budget Office when provided to the Committee Coordinator

Community Impact (use any categories that apply)

Neighborhood Notification

City Goals

Comprehensive Plan

Zoning Code

Other

Background

We are seeking to fill the position of plumbing inspector in the Inspections Division with the top candidate for the position, Larry McDonald. Due to the fact that his level of education, and directly related experience exceeds the minimum requirements for the job, we are seeking approval to offer him 7th step of the plumbing inspector pay scale.

Mr. McDonald has owned and operated McDonald Plumbing Co. for 29 years and 9 months. He acts as the foreman/superintendent on all jobs. He currently possesses a Master Plumbers License with the State of Minnesota and also has a master competency card with the City of Minneapolis.

Mr. McDonald is self employed. This requires him in many cases to prepare his own drawings, securing of permits etc. Designing his own plumbing systems requires a higher level of knowledge and trade skill. With the periodic changing of national codes and State amendments, the need for accurate drawings reflecting these code changes would be essential for a successful business. We ask that our plumbing inspectors be proficient in the reading of shop drawings and performing plan review.

To obtain the necessary minimum requirements listed on the job application one must be a highly trained individual with hands on experience. Even a registered mechanical engineer would not meet these requirements unless he/she had work in the plumbing trade. The job posting was extended beyond the original deadline do to the lack of qualified applicants.

We believe starting him at Step 7 is a reasonable request.

Lawrence MacDonald
2946 Sumter Ave. No.
Crystal, MN 55427
(763) 540-6678

February 16, 2005

Al Olson
Manager, Construction Services
250 South 4th St.
Mpls., MN 55415

Dear Mr. Olson;

In accordance with Job Code #05610C, Plumbing Inspector, Building Trades, I am requesting to start with step 7 upon my starting date as plumbing inspector. Upon my 1 year probation period I would then ask to be put into step 8. The reason I am asking for this I feel these wages would be most comparable to the money I have been earning as a plumbing contractor.

The gross sales and expenses as a contractor in the past 2-3 years are as follows;

1. They range from 109,000 to 129,000 gross sales per year.
2. Material costs range from 34,000 to 53,000 for the year.
3. My truck and business liability insurance range from 2,100 to 2,500 per year.
4. My permit and license fees range from 1,300 to 1,800 per year.
5. My truck expenses stay fairly close to 2,500.00 per year.
6. My pager and cell phone are approximately 550.00 per year.
7. Any tool costs come out of my material costs.
8. I have an office and storage at home. Any expenses are used for tax purposes.
9. I have no payments on my truck, tools or supplies. The reason being I keep a very close watch on all my expenses.

You then can see that my income from my business is approximately 68-69,000 per year. I hope we can come to an agreement on this matter.

With this explanation of my income I don't find this out of range asking for step 7 and then step 8. Any questions please call me.

Sincerely Yours,



Lawrence MacDonald

Approving Starting Salary Beyond Step 1
worksheet

Candidate Name: Larry McDonald _____ For Position: Plumbing Inspector _____

Date: February 23, 2005 _____ Department: Regulatory Services _____

<u>Category Considered</u>	<u>Minimum Qualifications of Vacancy</u>	<u>Candidate Bringing Qualifications</u>
1. Previous recent years of very similar work experience	Five (5) years experience as a Journeyman or Master plumber.	Applicant has owned and operated McDonald Plumbing Co. for 29 years and 9 months. He acts as the foreman/superintendent on all jobs. Currently possesses a Master Plumbers License with the State of Minnesota and also has a master competency card with the City of Minneapolis
2. Previous accomplishments in the same areas of responsibilities as the new job		
3. Recent relevant educational accomplishments exceeding the job requirements	Keeping up to date with changing codes and trade technology	Mr. McDonald is self employed this requires him in many cases to prepare his own drawings, securing of permits etc. Designing his own plumbing systems requires a higher level of knowledge and trade skill. With the periodic changing of national codes and State amendments the need for accurate drawings reflected these code changes would be essential for a successful business. We ask that our plumbing inspectors be proficient in the reading of shop drawings and performing plan review

<p>4. Difficulty in filling the position because of unique skill requirements</p>	<p>Once Human Resources has validated that no one in the job bank qualifies and all applications have been certified rule of the list applies.</p>	<p>To obtain the necessary minimum requirements listed on the job application one must be a highly trained individual with hands on experience. Even a registered mechanical engineer would not meet these requirements unless he/she had work in the plumbing trade. The job posting was extended beyond the original deadline do to the lack of qualified applicants.</p>
<p>5. Current salary of candidate, if performing a very similar job</p>		<p>Attached to this request is a brief description of expenses incurred by Mr. McDonald. Due to the fact that he is self employed and W-4 forms would not be available we requested this statement from the applicant.</p>
<p>6. Department's capacity to pay for the increased starting salary</p>		