



## **CITY OF KIRKLAND**

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### **MEMORANDUM**

**To:** Kurt Triplett, City Manager

**From:** Tom Phillips, Building Official  
Eric Shields, Planning and Building Director

**Date:** September 3, 2015

**Subject:** Convert a Temporary Electrical/Building Inspector to Regular

### **Recommendation**

That the Council authorizes conversion of the currently vacant temporary Electrical/Building Inspector to a full time regular position to enable staff to fill the position in the current economic climate. The temporary position is fully funded so no new revenue is necessary. By approving this item with the consent calendar, the City Council approves the conversion.

### **Background Discussion**

As part of the 2014/2015 budget development, the Building Division submitted a service package for a temporary Electrical/Building Inspector if the Park Place or Totem Lake redevelopment projects were to move forward. Since those projects are now moving forward we started the hiring process for a New Electrical/Building Inspector. Because of the tight labor pool and because the position was advertised as a temporary, we only received two qualified candidates. One of those candidates was rated very high by the interview panel but during a follow up conversation the candidate said he could not leave his current position for a temporary position. He expressed a strong desire to work for Kirkland and would accept the position if it were converted to a regular position.

Although the Park Place and Totem Lake Mall projects are one time projects, they are both expected to span multiple years. The Building Division currently already has six regular inspectors and one temporary inspector. The Division does not plan to convert the other temporary position to regular. Also, one of the most experienced inspectors has announced that he will retire within a year and there will likely be a need to backfill that position. At that time staff can revisit whether the backfilled position should be regular or temporary. All of the Building staff understand that the construction industry is volatile and all positions are subject to lay off if warranted by a decrease in construction activity.

The Building Division has been fortunate to have attracted excellent inspectors in the past and currently has an extremely talented inspection staff. Converting this position and hiring the top candidate will allow the Division to maintain this high level of proficiency.