

RESOLUTION NO. _____

A RESOLUTION OF THE MAYOR AND CITY COMMISSION OF MIAMI BEACH, FLORIDA, DIRECTING THE ADMINISTRATION TO PREPARE A MONTHLY REPORT WITH REGULAR STAFFING UPDATES FROM THE BUILDING DEPARTMENT, WITH THE MONTHLY REPORT TO SPECIFICALLY IDENTIFY (1) EACH VACANT POSITION IN THE BUILDING DEPARTMENT, BY TITLE, SECTION AND TRADE; (2) THE LENGTH OF TIME EACH VACANT POSITION HAS REMAINED VACANT, BY SECTION AND TRADE; (3) THE TOTAL NUMBER OF VACANT POSITIONS AND OVERALL PERCENTAGE OF VACANT POSITIONS IN THE DEPARTMENT; AND (4) THE REMAINING INFORMATION REQUESTED IN THIS RESOLUTION, INCLUDING ANY SPECIFIC STEPS TAKEN EACH MONTH TO FILL POSITIONS, SUCH AS THE TOTAL NUMBER OF INTERVIEWS CONDUCTED AND OTHER RELEVANT EFFORTS TO FILL THE POSITIONS; AND FURTHER REQUIRING FOR THE MONTHLY REPORT TO BE RELEASED TO THE MAYOR AND CITY COMMISSION VIA LETTER TO CITY COMMISSION.

WHEREAS, both residents and businesses alike regularly apply for building permits from the City of Miami Beach for a variety of reasons; and

WHEREAS, the City's Building Department is responsible for reviewing and issuing of all building permits in the City, ranging from small single-family residential renovation projects to very large commercial or multi-family residential skyscrapers; and

WHEREAS, as residents and businesses regularly complain that the process for obtaining a building permit from the City is time-consuming and complex, it is imperative that the Building Department be fully staffed, trained, and customer-service oriented; and

WHEREAS, the Building Department currently employs a total of eighty-seven (87) City employees, including plans reviewers, inspectors, and other essential staff, and eight (8) professional services contractors, with three (3) of them employed part-time; and

WHEREAS, there are twenty (20) vacancies in the Department, with four (4) clerks, two (2) mechanical inspectors, and one (1) plumbing inspector currently in the process of being filled, which will bring the outstanding number of vacancies down to thirteen (13); and

WHEREAS, in view of the importance of this issue to the proper administration of the City, as part of its efforts to prioritize the hiring of qualified personal to fill these vacant positions in the Building Department, should regularly apprise the Mayor and City Commission as to its on-going progress towards the filling of vacant positions, and its efforts to hire qualified employees to perform these very important regulatory functions, via a monthly report (the "Report"); and

WHEREAS, the monthly Report should identify how many members of the Department are City employees vs. contract personnel; and

WHEREAS, the initial Report should include a comparison of the total number of budgeted staff positions in the Building Department in the past five (5) years; and

WHEREAS, the Report should also include a monthly attendance analysis for Building Department staff, including contracted employees, by Section and Trade, including vacation, sick leave and FMLA time taken by employees; and

WHEREAS, the Report should also include an analysis of any specific positions experiencing frequent turnover.

NOW, THEREFORE, BE IT DULY RESOLVED BY THE MAYOR AND CITY COMMISSION OF THE CITY OF MIAMI BEACH, FLORIDA, that the Mayor and City Commission hereby direct the Administration to prepare a monthly report with regular staffing updates from the Building Department, with the monthly report to specifically identify (1) each vacant position in the Building Department, by Title, Section and Trade; (2) the length of time each vacant position in each Section and Trade has remained vacant; (3) the total number of vacant positions and overall percentage of vacant positions in the Department, by Section and Trade; and (4) the remaining information requested in this Resolution, including any specific steps taken each month to fill positions, such as the total number of interviews conducted and other relevant efforts to fill the positions; and further, require for the monthly report to be released to the Mayor and City Commission via Letter to City Commission.

PASSED AND ADOPTED this ____ day of _____, 2023.

ATTEST:

Dan Gelber, Mayor

Rafael E. Granado, City Clerk

(Sponsored by Commissioner Alex J. Fernandez)

APPROVED AS TO
FORM & LANGUAGE
& FOR EXECUTION



City Attorney

6-24-23

Date