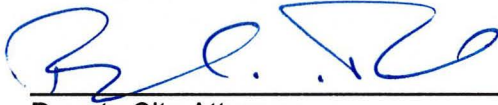


JUL 20 '22 AM 7:56

MOTION BY COUNCILMEMBER 

I hereby move that Council Document No. 43043 Current Series, be amended in the whole by deleting the Ordinance in its entirety and substituting in lieu thereof the attached Ordinance. This amendment corrects a calculation error in the top step salary.

APPROVED AS TO FORM:

 7/12/22
Deputy City Attorney

ORDINANCE NO. 43043

AN ORDINANCE to amend Section 23 - 177 of the Omaha Municipal Code concerning employment classifications by changing the salary range of the employment classification entitled Superintendent of Permits and Inspections by moving it from a range of \$96,179.20 to \$119,724.80 to a range of \$96,179.20 to \$129,958.40; to repeal Section 23 – 177 as heretofore existing; and to provide the effective date hereof.

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF OMAHA:

Section 1. Due to the length of the affected Ordinance, Omaha City Council Rule VII(B) requiring amending ordinances to recite the entire section is hereby waived solely for the purposes of this Ordinance and only the lined out material to be deleted and the underlined material to be added shall be recited herein.

Section 2. That Part AA. Classifications – Administrative and Executive, subpart Planning (06) of Section 23 - 177 of the Omaha Municipal Code is hereby amended by changing the salary range for the classification entitled Superintendent of Permits and Inspections Code Number 4100, from a pay range of \$96,179.20 to \$119,724.80 to a pay range of \$96,179.20 to \$129,958.40 as follows and as shown on the attached Exhibit A:

<u>Code No.</u>	<u>Class Title</u>	<u>Pay Range</u>
4100	Superintendent of Permits and Inspections	\$96,179.20 to \$119,724.80 <u>\$96,179.20 to \$129,958.40</u>

Section 3. Section 23 – 177 of the Omaha Municipal Code, as heretofore existing is hereby repealed.

Section 4. This Ordinance, being legislative in character, and in accordance with Section 2.12 of the Home Rule Charter of the City of Omaha, shall be in full force and take effect fifteen (15) days following the date of its passage.

INTRODUCED BY COUNCILMEMBER



APPROVED BY:

8-4-22
MAYOR OF THE CITY OF OMAHA DATE

PASSED AUG 02 2022 7-0

ATTEST:

8-4-22
CITY CLERK OF THE CITY OF OMAHA DATE

APPROVED AS TO FORM:

7/18/22
DEPUTY CITY ATTORNEY DATE



CITY OF OMAHA CLASS SPECIFICATION

CLASSIFICATION TITLE: SUPERINTENDENT PERMITS AND INSPECTIONS

BARGAINING UNIT: AEC

CODE NUMBER: 4100

PAY RANGE CODE: 26 AEC

REVISION DATE: 6/30/22

NATURE OF WORK:

This is administrative and professional work that involves directing employees engaged in all functions of the Building and Development Division of the Planning Department. Work involves supervision of professional and technical personnel in the areas of plan review, code development, computer technology, permit issuance, contractor licensing, construction inspection, code enforcement, and numerous other miscellaneous permit functions. An incumbent in this classification works with considerable independence and reports to the Planning Director.

ESSENTIAL FUNCTIONS: *(Any one position may not perform all the duties listed, nor do the listed examples include all the duties that may be performed in positions allocated to this class.)*

Oversees the daily operation of a large Planning Department division and coordinates its activities with other divisions within the Planning Department, other City departments, and government agencies, and non-governmental organizations.

Manages the annual budget and expenditures of the Building and Development division.

Administers and oversees the permit, inspection, plan review, contractor licensing, and computer technology functions of the division.

Administers Directs the enforcement and interpretation of the city's building, electrical, mechanical, plumbing, energy conservation, licensing, property maintenance, sign, and other codes.

Assigns work, provides direction, monitors performance, and recommends the hiring, disciplining, and termination of subordinate employees.

Organizes and oversees the activities of subordinates engaged in supervising the inspectors for building, mechanical, electrical, plumbing, housing, rental, zoning and sign inspections

Authorizes the finalization of permits at the close of the construction process

Determines building valuations for the purpose of assessing permit fees

Serves as the in-house expert on the interpretation of technical language, reports, and construction drawings

Administers and oversees the property maintenance, rental property registration and inspections, demolition program, and abandoned and vacant property functions of the code enforcement division.

Possesses deep knowledge of adopted building, mechanical, electrical, plumbing, energy, accessibility codes and related laws

Responds to written and telephone inquiries from the public; and communicates with contractors, architects, engineers, and the public regarding construction code requirements and proper design and construction methods.

Participates in the adoption of construction codes, coordinates the review committee process for code changes, and approves final proposals for presentation to the City Council.

Enforces building codes and standards, state laws, and local ordinances in a fair and impartial manner

Explains and provides teaching for city-required continuing education credits (CEUs) as it relates to city contractor licensing.

Coordinates damage assessment of buildings and structures in the event of disasters and trains support staff in damage assessment procedures.

Addresses community groups, industry groups, and state agencies, regarding administrative and code issues.

Serves as the city's Building Official and as a representative to the International Code Council, the National Fire Protection Association, and other professional organizations.

Coordinates with: Fire Prevention Bureau staff to verify that plans are in conformance with fire/life safety codes; Public Works staff to ensure compliance with easements and circulation requirements; and utility providers to ensure conformance with easements and existing/planned utility infrastructure

Maintains regular job attendance in accordance with a schedule established for the position by the supervisor.

Performs other related duties as assigned or as the situation dictates within the scope of this classification.

REQUIRED KNOWLEDGE, SKILLS, AND ABILITIES:

Knowledge of and ability to operate a computer or other technology using standard or customized computer or systems software applications appropriate to the assigned tasks.

Knowledge of modern construction practices, methods, materials, and equipment as applied to review and approval of plans and building specifications and to division inspections.

Knowledge of structural, mechanical, electrical, and plumbing engineering and practices for all types of structures and occupancy classifications.

Knowledge of municipal building, electrical, mechanical, plumbing, energy conservation, zoning, special and miscellaneous permits, and related ordinances.

Skill in making complex engineering and mathematical calculations and in the use of engineering devices and reference materials.

Ability to learn and adapt to advances in computer and electronics device technology and software.

Ability to administer sound principles and practices of organization, personnel, and financial management to the operation of a large municipal division.

Ability to administer testing for and issuance of a variety of professional and/or trade licenses required by City codes and ordinances.

Ability to supervise subordinates including assigning work, providing direction, monitoring performance, and recommending the hiring, disciplining termination of employees.

Ability to communicate administrative and construction code requirements in a clear and professional manner.

Ability to establish and maintain effective working relationships with fellow employees and members of the general public.

Ability to understand written or oral instructions.

Ability to adhere to safety policies, procedures, and guidelines.

Ability to sit from 76 to 100% of the time; and reach, stand, and walk up to 25% of the time.

Ability to move objects weighing up to ten (10) pounds up to 33% of the time.

EDUCATION AND EXPERIENCE: *(The knowledge, skills, and abilities above may be acquired through, but are not limited to, the following combination of education and/or experience.)*

Bachelor's degree in Engineering with a structural or mechanical emphasis in Architectural Engineering, Architectural Design, Construction Technology, or a related field

AND

Five (5) years of progressively responsible experience in work involving building plans and designs, building structural design, construction and inspection, with a minimum of three (3)

years of progressively responsible experience as a manager or supervisor in a permits and inspection function for a state, county, or municipality.

SPECIAL QUALIFICATIONS

Must be licensed as a professional engineer or architect in the State of Nebraska or must be certified by the International Code Council as a Master Code Professional or a Certified Building Official at the time of application.

Must be able to transport oneself or coordinate transportation to work sites throughout the City during the course of the work day.

WORKING CONDITIONS: *(The conditions herein are representative of those that must be met by the employee to successfully perform the essential functions of the job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential job functions.)*

Work is performed primarily in an office setting or in buildings under construction involving exposure to all weather conditions. Employees in this classification are also exposed to very hazardous structures and conditions, noise, working near moving machinery and electrical currents, periodically in high places or confined spaces, in conditions such as fumes, odors, or dust.

EQUIPMENT OPERATION: *(Any one position may not use all of the tools and equipment listed nor do the listed examples comprise all of the tools and equipment that may be used in positions allocated to this classification.)*

Telephone
Printer

Copier
Engineering instruments

Computer
Scanner

Previous Revision Date(s):	04/29/93	03/25/10
	12/28/99	03/30/17
	01/29/08	

Exhibit A

4100

Superintendent Permits and Inspections

	A	B	C	D	E	F	G	H	I	J	K
2022	96,179.20	99,548.80	102,918.40	106,288.00	109,657.60	113,027.20	116,396.80	119,766.40	123,136.00	126,505.60	129,958.40
	46.24	47.86	49.48	51.10	52.72	54.34	55.96	57.58	59.20	60.82	62.48