



Department of Planning & Building

October 5, 2023

City of Greenfield Board of Public Works and Safety
10 S State Street
Greenfield IN 46140

Re: Planner/Building Inspectors

Dear Board of Works Members,

The Planning Department recommends the following hourly pay increases for each employee listed. These pay raises are based on performance and continuing education as planned for within the Council approved 2023 Planning Budget.

1. Increase the hourly pay rate for Donna Butler, Associate Planner to \$30.25 per hour, effective October 14, 2023.
2. Increase the hourly pay rate for Andrew Adkins, Building Inspector to \$28 per hour, effective October 14, 2023.
3. Increase the hourly pay rate for Bryan Gutierrez, Building Inspector to \$28 per hour, effective October 14, 2023.

Thank you for your consideration.

Respectfully,

A handwritten signature in blue ink, appearing to read "Joanie Fitzwater".

Joanie Fitzwater, CPM, Planning Director

Andrew Adkins
Training and CEU's earned

Hire Date: 5/16/2022

Class name	Organizer	Location	Date of class	# of Classes	CEU's earned	Hours
2022						
Building Department Best Practices	IABO	Zionsville	5/19/2022	1.00	0.6	6
NFPA 72 National Fire Alarm and Signaling Code	IABO	Greenfield City Hall	6/16/2022	1.00	0.6	6
Firestopping, Joint Systems and Dampers	IABO	Zionsville	8/18/2022	1.00	0.6	6
IN RC: Fuel Gas, Combustion Air, and Venting Provisions	IABO	Greenfield City Hall	9/15/2022	1.00	0.6	6
Residential Electrical Provisions	IABO	Muncie	10/18/2022	1.00	0.6	6
Indiana Fire Code: Fire Protection Systems	IABO	Muncie	10/19/2022	1.00	0.6	6
Fire Sprinkler System Plan Review	IABO	Zionsville	11/17/2022	1.00	0.6	6
IN RC: Accessibility and Usability for Commercial Buildings	IABO	Zionsville	12/14/2022	1.00	0.6	6
Year Total:				8.00	4.8	48

2023						
The General Administrative Rules (ICC PNN #1060-20298	IABO	Zionsville	2/15/2023	1.00	0.6	6.00
Deck and Porch Framing Connection Workshop	Simpson	Noblesville	3/9/2023	1.00	0.5	5.00
Canva Training	Chamber of Hancock COC		4/12/2023	1.00	0	2.00
Wood Use in all types of Construction (ICC PNN #1060-35921	IABO	Zionsville	4/19/2023	1.00	0.6	6.00
Officer Safety and the Guardian Mindset	IABO	Zionsville	5/17/2023	1.00	0.6	6.00
2020 IRC Frame for success and wall bracing	IABO	Zionsville	6/21/2023	1.00	0.6	6.00
Inspector Skills	IABO	Zionsville	7/19/2023	1.00	0.6	6.00
2014 Indiana Fire Code: Performing Commercial Fire Inspections	IABO	Zionsville	8/21/2023	1.00	0.6	6.00
Dig Indy Tunnel Webinar	City of Indis	Greenfield City Hall	8/24/2023	1.00	0	2.00
Advanced Legal Aspects of Code Administration	IABO	Greenfield City Hall	9/20/2023	1.00	0.6	6.00
2018 IRC Sites, Soils, Footings, Foundations and Locations	IABO	Fort Wayne	9/26/2023	1.00	0.6	6.00
Year Total:				11.00	5.3	57.00

ICC Certification study time at Hancock County Library - as of 10/4/2023 22

Brian Gutierrez
 Training and CEU's earned

Hire Date: 4/15/2023

Class name	Organizer	Location	Date of class	# of Classes	CEU's	Hours
The General Administrative Rules (ICC PNN #1060-20298	IABO	Zionsville	2/15/2023	1.00	0.6	6.00
Deck and Porch Framing Connection Workshop	Simpson	Noblesville	3/9/2023	1.00	0.5	5.00
Wood Use in all types of Construction (ICC PNN #1060-35921	IABO	Zionsville	4/19/2023	1.00	0.6	6.00
Officer Safety and the Guardian Mindset	IABO	Zionsville	5/17/2023	1.00	0.6	6.00
2020 IRC Frame for success and wall bracing	IABO	Zionsville	6/21/2023	1.00	0.6	6.00
Inspector Skills	IABO	Zionsville	7/19/2023	1.00	0.6	6.00
2014 Indiana Fire Code: Performing Commercial Fire Inspections	IABO	Zionsville	8/21/2023	1.00	0.6	6.00
Dig Indy Tunnel Webinar	City of India	Greenfield City Hall	8/24/2023	1.00	0	2.00
Advanced Legal Aspects of Code Administration	IABO	Greenfield City Hall	9/20/2023	1.00	0.6	6.00
2018 IRC Sites, Soils, Footings, Foundations and Locations	IABO	Fort Wayne	9/26/2023	1.00	0.6	6.00
			10/?/2023			
			11/?/2023			
			12/?/2023			
Year Total:				10.00	5.3	55.00

ICC Certification study time at Hancock County Library - as of 10/4/2023 ??

Donna Butler - Associate Planner
Training and CEU's earned

Hire Date:

12/16/1995

10-1-22 to 10-5-23

Class name	Organizer	Location	Date of class	# of Classes	CEU's	Hours
Legal Aspects of Code Administration	IABO	City Hall	10/20/2022	1.00	1.00	7.00
In House Training with Elizabeth Williams	COG	City Hall	10/25/2022	1.00	1.00	7.00
In House Training with Elizabeth Williams	COG	City Hall	10/28/2023	1.00	1.00	5.00
In House Training with Elizabeth Williams 1/5/23 to Present	COG	City Hall	1/5 to Present	7.00	7.00	14.00
Regional Activities	IMPO	City Hall	2/22/2023	1.00	1.00	2.00
Fundamentals for Citizen Planners	APA	Shelbyville	4/17 - 4/18/23	2.00	2.00	14.00
Urban Planning Workshop	ULI	Broad Ripple	4/26/2023	1.00	1.00	8.00
Renters Rights Workshop Webinar	MBCDC	Home	4/27/2023	1.00	1.00	2.00
APA Spring Conference	APA	Terre Haute	12-May	1.00	1.00	8.00
Civic Circle	CFHC	Trive Center	5/24 to Pres	2.00	2.00	4.00
IMPO ATP Focus Group Economic & Land Use Development	IMPO	City Hall	6/8/2023	1.00	1.00	2.00
IMPO Housing Webinar	IMPO	City Hall	6/27/2023	1.00	1.00	2.00
Trail Oriented Development	IMPO	Trive Center	7/20/2023	1.00	1.00	2.00
APA American Institute of Certified Planners Webinar	APA	City Hall	9/14/2023	1.00	1.00	1.00
RAI Regional Meeting	RAI	Columbus	9/22/2023	1.00	1.00	7.00
COG Leadership	COG	City Hall	10/4/2023	1.00	1.00	3.00

Year Total:

24.00	0	88.00
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- COG - City of Greenfield
- IMPO - Indianapolis Metropolitan Planner Organization
- APA - American Planning Association
- ULI - Urban Land Institute
- MBCDC - Martindale Brightwood Community Dev Corp
- CFHC - Community Foundation of Hancock Co
- RAI - Redevelopment Association of Indiana