

**Office of State Budget and Management**  
**Establish New, Receipt-Supported Positions**  
(G.S. 143-34.1)

**Agency:** DENR **Division:** Ecosystem Enhancement Program

**Budget Code:** 24308 **Center Title:** EEP Administrative Budget **Center Number:** 2930-9303

**\*\*\* Position Information \*\*\***

**Proposed Classification:** Environmental Specialist III **Proposed Salary Grade:** 72

**Salary Range:** \$34,671 - \$54,434 **Proposed Effective Date:** 02/01/04

**Number of Positions:** 4

	<u>Center Authorized Budget</u>	<u>Current Request</u>
Total Budget	\$	\$ 188,320*
Receipts	_____	\$188,320_____
Appropriation	\$	\$ 0

\*Requested at the Special Minimum Rate

Funding Source(s): Ecosystem Enhancement Program, receipts (NC DOT)

Justification for Position (including description of duties and responsibilities):

The primary purpose of these positions is to provide project management for wetland, stream and buffer restoration projects. The position is responsible for managing projects from the initial property acquisition phase to the monitoring phase, and will be responsible for the coordination of all activities associated with the implementation of assigned wetland, stream and buffer restoration projects. This position will also be responsible for closely monitoring and managing the project, keeping the project within budget and on time, and for the maintenance of a project status database which tracks a project's timeline and budget. The position reviews and approves contractor progress payments and conducts ongoing inspections to ensure that all work is done in compliance with rules, policies and standard practices. The position will make a final inspection at the completion of the project, develop a project punch list as necessary, oversee completion of all items on the punch list, and approve final payment to the contractor.

Statutory Reference for Request

Rex Whaley  
Presentation to be made by

\_\_\_\_\_  
Agency Head Signature

Director, Budget, Planning and Analysis  
Title

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State Budget Officer Signature