

Meeting Date: October 10, 2017



Agenda Item #: 4B

# CITY COUNCIL AGENDA ITEM

### Contact Information:

Contact Name: Andy McNeill *Andy McNeill* Dept. Director: Dale Arrington

Contact Number: 386-775-5457 City Manager: Dale Arrington *Dale Arrington*

### Type of Item:

<input checked="" type="checkbox"/>	Consent Agenda	<input type="checkbox"/>	Ordinance First Reading	<input type="checkbox"/>	Public Hearing
<input type="checkbox"/>	Council Approval	<input type="checkbox"/>	Ordinance Second Reading	<input checked="" type="checkbox"/>	Resolution
<input type="checkbox"/>	Discussion & Action	<input type="checkbox"/>	Presentation	<input type="checkbox"/>	Workshop

**SUBJECT:** Amend Pay Plan to Include the New Position of IT Support Specialist

### BACKGROUND:

On September 26, 2017, the City Council approved the FY 2017/2018 budget. The budget provides for adding the position of an IT Support Specialist. As a result, the pay plan is being amended to reflect the position of IT Support Specialist in Pay Grade 109.

### COUNCIL DISTRICT:

City Wide

### RECOMMENDATIONS:

Staff recommends approval of the pay plan amendment to include the position of IT Support Specialist in Pay Grade 109, which has an annual range of \$37,686 to \$62,183.

### ATTACHMENTS:

Amended Pay Plan

### FINANCIAL IMPACT:

\$60,781 which includes salary, fringe benefits and start-up capital expenditures.

**STRATEGIC PLAN:** N/A

**RESOLUTION NO. 882-17**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF ORANGE CITY, FLORIDA AMENDING THE PAY PLAN FOR THE CITY OF ORANGE CITY; CONTAINING A REPEALER PROVISION, A SEVERABILITY CLAUSE AND PROVIDING FOR AN EFFECTIVE DATE.**

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**WHEREAS**, the City Council of the City of Orange City adopted a Pay Plan for its employees; and

**WHEREAS**, in response to the City's expanding needs, it is the desire of the Council to amend the adopted pay plan at this time.

**NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF ORANGE CITY, FLORIDA:**

**SECTION 1.** The Pay Plan for the City of Orange City is hereby amended as follows:

Resolution 882-17 modifies the existing Orange City Pay Plan to:

1. Add the position of IT Support Specialist in Pay Band 109.

**SECTION 2.** The amended Pay Plan attached hereto and by reference incorporated herein is hereby formally adopted.

**SECTION 3.** That all Resolutions or parts of resolutions in conflict herewith are hereby repealed.

**SECTION 3.** This Resolution shall become effective immediately upon its adoption by the City Council of the City of Orange City.

**ROLL CALL VOTE AS FOLLOWS:**

_____ Jim Mahoney	Anthony Pupello_____
_____ Bill O'Connor	Evelyn Robinson_____
_____ Jeff Allebach	O. William Crippen, Vice Mayor _____
_____ Gary A. Blair, Mayor	

ADOPTED THIS 10th DAY OF October, 2017.

ATTEST:

AUTHENTICATED:

\_\_\_\_\_  
Gloria Thomas, CMC, City Clerk

\_\_\_\_\_  
Gary A. Blair, Mayor

Approved as to form and legal sufficiency:

\_\_\_\_\_  
W. E. Reischmann, City Attorney



*City of Orange City*

Effective 10/10/2017

CLASSIFICATION	PAY GRADE	HOULY RANGE			ANNUAL RANGE		
		MIN	MID	MAX	MIN	MID	MAX
NON-EXEMPT EMPLOYEES		40 HOUR WEEK			2080 ANNUAL HOURS		
Custodian	100	\$ 10.43	\$ 13.82	\$ 17.21	\$ 21,688	\$ 28,736	\$ 35,785
Community Service Aide	102	\$ 11.72	\$ 15.53	\$ 19.34	\$ 24,369	\$ 32,289	\$ 40,209
Cross-Connection Technician							
Maintenance Specialist*							
Meter Mechanic*							
Utility Field Specialist*							
Customer Service Specialist	103	\$ 12.42	\$ 16.46	\$ 20.50	\$ 25,831	\$ 34,226	\$ 42,622
Equipment Operator							
Records Specialist							
Executive Assistant	106	\$ 14.80	\$ 19.60	\$ 24.41	\$ 30,765	\$ 40,764	\$ 50,763
Fire Safety Inspector							
Lift Station Mechanic*							
Utility Inspector*							
Animal Control Officer*	107	\$ 15.68	\$ 20.78	\$ 25.87	\$ 32,611	\$ 43,210	\$ 53,809
Financial Specialist							
Administrative Assistant to City Manager	108	\$ 16.86	\$ 22.34	\$ 27.81	\$ 35,057	\$ 46,451	\$ 57,844
Chief Mechanic*							
Deputy City Clerk*							
Distribution/Collection Superintendent	109	\$ 18.12	\$ 24.01	\$ 29.90	\$ 37,686	\$ 49,935	\$ 62,183
Electrical/SCADA Maintenance Coordinator							
IT Support Specialist							
Planner							
Public Works Superintendent							
Utilities Billing Supervisor							
Water Plant Operator*							
Public Information Coordinator	110	\$ 19.48	\$ 25.81	\$ 32.14	\$ 40,513	\$ 53,680	\$ 66,846

CLASSIFICATION	PAY GRADE	HOULY RANGE			ANNUAL RANGE		
		MIN	MID	MAX	MIN	MID	MAX
<b>NON-EXEMPT EMPLOYEES</b>		<b>40 HOUR WEEK</b>			<b>2080 ANNUAL HOURS</b>		
Community Improvement Sergeant Fire Marshal Parks/Facilities Superintendent* Stormwater Compliance Manager	111	\$ 20.94	\$ 27.75	\$ 34.55	\$ 43,551	\$ 57,706	\$ 71,860
Water Plant Superintendent	112	\$ 22.51	\$ 29.83	\$ 37.14	\$ 46,818	\$ 62,034	\$ 77,249

Pay increase of 5% of the minimum rate for the position shall be awarded to an employee no more than once per fiscal year who obtains the license or certification specified below:

- \*Water Plant Operator (A, B, C)
- \*Deputy City Clerk (CMC, MMC, CBTO)
- \*Animal Control Officer (FACA Animal Control Officer Certification)
- \*Parks/Facilities Superintendent (CPRP)
- \*Lift Station Mechanic (FDEP Water Distribution License Class 3)
- \*Maintenance Specialist (FDEP Water Distribution License Class 3, Class 2)
- \*Meter Mechanic (FDEP Water Distribution License Class 3, Class 2)
- \*Utility Field Specialist (FDDP Water Distribution License Class 3, Class 2)
- \*Utility Inspector (FDEP Water Distribution License Class 3)
- \*Distribution/Collection Superintendent (FDEP Water Distribution License Class 3)
- \*Chief Mechanic (EVT Certification)