



**CITY OF FORT LAUDERDALE
City Commission Agenda Memo
REGULAR MEETING**

#18-0884

TO: Honorable Mayor & Members of the
Fort Lauderdale City Commission

FROM: Lee R. Feldman, ICMA-CM, City Manager

DATE: September 4, 2018

TITLE: Ordinance Repealing Schedule I (Supervisory, Professional, and Management employees – P.E.R.C. Exempt), Schedule I(g) (Pay Range Amounts), Schedule II (Non-Bargaining Unit Confidential Employees), Schedule II(g) (Pay Range Amounts), Schedule 10 (Community Redevelopment Agency (CRA) Employees), and 10(a) (Pay Range Amounts) of the Pay Plan of the City of Fort Lauderdale, Florida; Adopting a New Classification and Compensation Plan Including a Classification Table and Compensation Table; and Authorizing the City Manager upon the Recommendation of the Human Resources Director to Adjust Pay Grades Assigned to Classification Titles Subject to a Notice of Intent Provision Advising the City Commission

Recommendation

It is recommended that the City Commission adopt an ordinance to (1) repeal Schedule I and Schedule I(g) (Supervisory, Professional, and Management employees – P.E.R.C. Exempt and pay range amounts), Schedule II and Schedule II(g) (Non-Bargaining Unit Confidential employees and pay range amounts), and Schedule 10 and Schedule 10(a) (Community Redevelopment Agency (CRA) employees and pay range amounts) of the Pay Plan of the City of Fort Lauderdale, Florida, and adopt a new Classification and Compensation Plan including a Classification Table (Exhibit 4) and a Compensation Table (Exhibit 8); and (2) authorize the City Manager, upon the recommendation of the Human Resources Director, to adjust pay grades assigned to classification titles subject to a Notice of Intent provision advising the City Commission.

Background

(1) Repeal Schedule I and Schedule I(g), Schedule II and Schedule II(g), and Schedule 10 and Schedule 10(a) of the pay plan and adopting a new Classification and Pay Plan

Section 20-64(a) of the Code of Ordinance of the City of Fort Lauderdale provides:

The city manager shall make or cause to have made such comparative studies as he deems necessary of the factors affecting the level of salary ranges prior to the preparation of the annual budget as well as at other times. On the basis of information derived from such studies, the city manager shall recommend to the city commission such changes in salary ranges as he deems necessary to maintain the fairness and adequacy of the overall salary structure.

At the direction of the Mayor and City Commission, in 2016, the City of Fort Lauderdale hired The Segal Company to conduct a Classification and Compensation study. The overall goal of the study included: internal structure alignment, simplifying classification structures, identifying paths for career progression, assessing recruitment and retention needs, and analyzing minimum qualifications to facilitate recruitment of talent. The Segal Company conducted a salary survey of the regional labor market, evaluated existing jobs and organizational structure and developed new job descriptions and career ladders.

The attached Exhibit 4 reflects the results of the study and the recommended Classification Table that encompasses new and revised job classification titles. The Compensation Table, Exhibit 8, is based on market salary survey results of the south Florida tri-county area at the 75th percentile. The City desires a competitive position in the market to attract talented applicants and retain community builders.

(2) Authorize the City Manager, upon the recommendation of the Human Resources Director, to adjust pay grades assigned to classification titles subject to a Notice of Intent provision advising the City Commission.

Section 20-64(b) of the Code of Ordinances for the City of Fort Lauderdale provides:

The rate of pay for each employee shall be adjusted, as determined by the city manager on the advice of the personnel director, to a step in the salary range for the class to which his position is allocated which is equal to or greater than the current rate of pay, provided that any employee receiving a salary in excess of the maximum rate shall receive no further increase except as provided in section 20-67. Conversely, an incumbent will not receive a deduction in pay from a downward reclassification action concerning his position.

For purposes of salary administration, the Human Resources Director may seek approval from the City Manager to adjust pay when restructuring or reorganizing classifications within a department, or competing for critical or key positions within the competitive labor market. This administrative action will reduce the number of pay plan amendments that are brought before the City Commission for approval.

The attached Exhibit 8, Compensation Table, encompasses a 2.05% general wage increase based on the Consumer Price Index. This wage increase will be implemented with the new Compensation Plan, effective the first full pay period in October 2018. This action is consistent with the provisions included in the respective Fraternal Order of Police (FOP), International Association of Fire Fighters (IAFF), Teamsters, and Federation collective bargaining agreements.

Resource Impact

There is no current fiscal year impact to these changes. There is an estimated impact of \$312,945 for the changes to the City's Pay Plan for Fiscal Year 2019 Budget above the general wage increases. These increases are contingent upon the approval of the FY 2019 budget and are summarized by fund in the table below:

Fund	Total
Housing and Community Development Grants	\$ 2,937
General	203,863
Building Permits	36,907
Sanitation	2,842
Water & Sewer	21,315
Central Regional Wastewater	2,842
Parking	6,201
Airport	10,201
Stormwater	1,809
City Insurance	7,363
Self-Insured Health Benefits	1,163
Central Services	15,502
Total	\$ 312,945

Strategic Connection

This item is a Press Play Fort Lauderdale Strategic Plan 2018 initiative, included within the Internal Support Cylinder of Excellence, specifically advancing:

- Goal 11: Be a well-trained, innovative, and neighbor-centric workforce that builds community
 - Objective 1: Foster professional and rewarding careers
 - Objective 3: To continuously improve and innovate communication and service delivery
 - Initiative 4: Explore employee engagement tools
 - Initiative 5: Develop a succession planning program to ensure knowledge transfer for critical positions
- Goal 12: Be a leading government organization, managing resources wisely and sustainably.
 - Objective 1: Ensure sound fiscal management
 - Initiative 1: Achieve a structurally balanced budget through viable revenue sources, smart financial management, comprehensive financial forecasting, and results oriented and efficient services

This item advances the Fast Forward Fort Lauderdale 2035 Vision Plan: We Are Community.

Attachments

Exhibit 1 – Current Classification Structure – Schedule I
Exhibit 2 – Current Classification Structure – Schedule II
Exhibit 3 – Current Classification Structure – Schedule 10
Exhibit 4 – Proposed Classification Table
Exhibit 5 – Current Pay Schedule I(g)
Exhibit 6 – Current Pay Schedule II(g)
Exhibit 7 – Current Pay Schedule 10(a)
Exhibit 8 – Proposed Compensation Table
Exhibit 9 – Classification and Compensation Plan Overview
Exhibit 10 – Segal Waters Consulting 2018 Total Compensation Survey Results – General Employees
Exhibit 11 – Ordinance

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