



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

**#15-0044**

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

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

**DATE:** April 7, 2015

**TITLE:** Ordinance amending Schedule I of the Pay Plan of the City of Fort Lauderdale, Florida, by modifying the class title of one class, modifying the pay range of several classes and modifying the management category of several classes.

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**Recommendation**

It is recommended that the City Commission adopt an ordinance amending Schedule I (Supervisory, Professional, and Management employees – P.E.R.C. Exempt) of the City's Pay Plan by amending the class title of Employee Benefits Coordinator to Benefits Manager, to amend the pay grades of the Benefits Manager, Neighbor Services Manager, Public Affairs Manager, Assistant City Attorney I, Assistant City Attorney II, and Assistant City Auditor III, the pay grade and management category of the Structural Innovation Manager, Assistant City Auditor I, Assistant City Auditor II, Senior Assistant City Clerk, Legal Administrative Assistant, and Assistant City Attorney III, and the management category of the Budget Manager.

**Background**

**AMEND THE CLASS TITLE OF ONE CLASS; AMEND THE PAY GRADE OF TWELVE (12) JOB CLASSES AND MANAGEMENT CATEGORY OF SEVEN (7) JOB CLASSES**

- *Class 091, from Employee Benefits Coordinator, Pay Grade M032, Management Category III (\$61,672.00 - \$97,676.80 annually) to Benefits Manager, Pay Grade M043, Management Category III, (\$80,953.60 - \$128,107.20 annually).*
- *Class 983, Neighbor Services Manager from Pay Grade M037, Management Category III (\$69,763.20 - \$110,489.60 annually) to Pay Grade M041, Management Category III (\$77,022.40 - \$121,929.60 annually).*
- *Class 982, Public Affairs Manager from Pay Grade M037, Management Category III (\$69,763.20 - \$110,489.60 annually) to Pay Grade M041, Management Category III (\$77,022.40 - \$121,929.60 annually).*
- *Class 915, Assistant City Attorney I from Pay Grade M023, Management Category III (\$49,420.80 - \$78,208.00 annually) to Pay Grade M035,*

*Management Category III (\$66,456.00 - \$105,164.80 annually).*

- *Class 922, Assistant City Attorney II from Pay Grade M034, Management Category II (\$64,792.60 - \$105,164.80 annually) to Pay Grade M046, Management Category II (\$87,131.20- \$141,419.20 annually).*
- *Class 963, Assistant City Auditor III, from Pay Grade M045, Management Category I (\$85,030.90 – \$141,419.20 annually) to Pay Grade M048, Management Category I (\$91,540.80 – \$152,297.60 annually).*
- *Class 980, Structural Innovation Manager, from Pay Grade M037, Management Category III (\$69,763.20 - \$110,489.60 annually) to Pay Grade M045, Management Category I (\$85,030.90 – \$141,419.20 annually).*
- *Class 951, Assistant City Auditor I from Pay Grade M022, Management Category V (\$48,152.00 - \$72,696.00 annually) to Pay Grade M030, Management Category III (\$58,697.60 - \$93,017.60 annually).*
- *Class 952, Assistant City Auditor II from Pay Grade M029, Management Category IV (\$57,283.20 - \$88,545.60 annually) to Pay Grade M042, Management Category III (\$78,936.00 - \$124,787.20 annually).*
- *Class 910, Senior Assistant City Clerk from Pay Grade M030, Management Category II (\$58,697.60 - \$95,305.60 annually) to Pay Grade M041, Management Category I (\$77,022.40 - \$128,107.20 annually).*
- *Class 981, Budget Manager, Pay Grade M045, Management Category II (\$85,030.40 - \$137,987.20 annually) to Management Category I (\$85,030.40 - \$141,419.20 annually).*
- *Class 087, Legal Administrative Assistant, Pay Grade M027, Management Category IV (\$54,496.00 - \$84,219.20 annually) to Pay Grade M037, Management Category III (\$69,763.20 - \$110,489.60 annually).*
- *Class 902, Assistant City Attorney III, Pay Grade M050, Management Category II (\$96,158.40 - \$156,124.80 annually) to Pay Grade M052, Management Category I (\$101,004.80 - \$168,084.80 annually).*

A recent evaluation of these classifications revealed that they should be reclassified to higher pay grades and management categories as identified above. This will more accurately reflect the respective levels of responsibility and duties of these classifications in the organization, and fairly compensate the individuals in those classifications.

**Resource Impact:**

There is no fiscal impact to the City for the Benefits Manager classification, as the range established is within the budget.

There is a fiscal impact to the City for the Management Category changes in the annual amounts of \$700.00 for the Structural Innovation Manager's position for adjustment in car allowance, \$250.00 each for the Budget Manager and Senior Assistant City Clerk positions for an adjustment in car allowance, \$2,202.00 for the Assistant City Auditor I for salary and benefits adjustment, \$1,300.00 for the Assistant City Auditor IIs for an adjustment in car allowance, \$650.00 for the Legal Administrative Assistant for an adjustment in car allowance, \$250.00 for each of the Assistant City Attorney IIIs for an

adjustment in car allowance, \$5,155.00 for the Assistant City Attorney II for salary and benefits adjustment, and \$2,343.00 for the Assistant City Attorney I for salary and benefits adjustment.

<i>Funds available as of March 12, 2015</i>					
ACCOUNT NUMBER	INDEX NAME (Program)	OBJECT CODE/ SUB-OBJECT NAME	AMENDED BUDGET (Object Code)	AVAILABLE BALANCE (Object Code)	AMOUNT
001-ATT010101-1101	City Attorney	Salaries & Wages/Permanent Salaries	\$2,731,129.00	\$1,684,083.00	\$5,832.00
001-ATT010101-1401	City Attorney	Salaries & Wages/Car Allowance	\$2,731,129.00	\$1,684,083.00	\$2,650.00
001-ATT010101-2229	City Attorney	Fringe Benefits/Pension-Def Contribution	\$905,596.00	\$396,533.00	\$1,220.00
001-ATT010101-2301	City Attorney	Fringe Benefits/Soc Sec & Medicare	\$905,596.00	\$529,334.00	\$446.00
001-AUD010101-1101	City Auditor	Salaries & Wages/Permanent Salaries	\$662,863.00	\$406,489.00	\$1,159.00
001-AUD010101-1401	City Auditor	Salaries & Wages/Car Allowance	\$662,863.00	\$406,489.00	\$2150.00
001-AUD010101-2299	City Auditor	Fringe Benefits/Pension-Def Contribution	\$227,210.00	\$97,289.00	\$104.00
001-AUD010101-2301	City Auditor	Fringe Benefits/Soc Sec & Medicare	\$227,210.00	\$97,289.00	\$89.00
001-CLK010101-1401	City Clerk	Salaries & Wages/Car Allowance	\$535,431.00	\$305,910.00	\$250.00
001-MGR070101-1401	Division of Structural Innovation	Salaries & Wages/Car Allowance	\$445,997.00	\$262,315.00	\$700.00
001-MGR100101-1401	Division Of Budget/Grants & CIP	Salaries & Wages/Car Allowance	\$779,495.00	\$462,031.00	\$250.00
					\$14,850.00

**Strategic Connections:**

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
    - Initiative 4: Explore employee engagement tools
    - Initiative 5: Develop a succession planning program to ensure knowledge transfer for critical positions
    - Initiative 6: Improve the communication of City policies and procedures
- Goal 12: Be a leading government organization, managing resources wisely and sustainably.
  - Objective 1: Ensure sound fiscal management

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

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