



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

#16-0574

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

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

DATE: July 12, 2016

TITLE: Ordinance Amending Schedule I of the Pay Plan creating one (1) new classification; and amending the title and pay grade of one (1) classification

Recommendation

It is recommended that the City Commission approve the amendment of the title, management category, and pay grade of one (1) classification and the creation of one (1) new classification.

Background

AMENDING THE JOB TITLE, MANAGEMENT CATEGORY, AND PAY RANGE OF ONE (1) CLASSIFICATION:

- Class 0913, from Community Redevelopment Agency Director, Management Category II, Pay Grade M050, (\$97,801.60 to \$158,787.20 annually) to Community Redevelopment Agency Manager, Management Category I, Pay Grade M050, (\$97,801.60 to \$162,780.80 annually).

The revision of this title and management category accurately reflects the responsibilities for the classification. Two current employees will be assigned to this role when this classification is established to reflect their responsibilities of managing the Community Redevelopment Agency.

CREATING ONE (1) NEW CLASSIFICATION

- Class 0072 Revenue Collections Manager, Management Category III, Pay Grade M034 (\$72,051.20 to \$104,291.20 annually)

This new managerial position will work with the City Manager, Finance Director and Treasurer in making projections about future City revenues. This position will be responsible for billing and collecting more than \$150 million in Water, Sewer, Sanitation and Stormwater enterprise funds annually. This classification is necessary

to create a higher level manager to oversee a function that has grown substantially over time as the methods of servicing our neighbors' transactions have become more complex and the amount of monies collected have increased exponentially. Additionally, this position will supervise 27 staff members and also direct and manage several areas within the Division such as the Neighbor Service Call Center, Account Receivables, Liens, Special Assessments, and Business Tax. In addition to collecting enterprise funds, this position will be responsible for recording all funds due to the City.

The creation of this new classification is also necessary to recognize the changing and more complex nature of the job, and to position it correctly against the current market rates of pay for the authority exercised in support of the Finance Department.

Resource Impact

The total fiscal impact of these actions is \$300 for the remainder of the fiscal year because of the increases in allowances associated with the changes in management categories for these classifications. It should be noted that it is the intent of management to promote a current employee into the Revenue Collections Manager position.

<i>Funds available as of June 16, 2016</i>					
ACCOUNT NUMBER/ INDEX CODE	INDEX NAME (Program)	OBJECT CODE/ SUB-OBJECT NAME	AMENDED BUDGET (Object Code)	AVAILABLE BALANCE (Object Code)	AMOUNT
106-DSD060601-1401	NFP Redevelopment	Salaries and Wages/Car Allowance	\$556,338	\$253,942	\$150
106-DSD070601-1401	Beach Redevelopment	Salaries and Wages/Car Allowance	\$399,710	\$224,468	\$150
TOTAL CONTRIBUTION ►					\$300

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

- 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*.

Prepared by: Tim Maher and Averill Dorsett, Human Resources

Department Director: Averill Dorsett, Human Resources