

ORDINANCE 2018-37

AN ORDINANCE OF THE CITY OF FERNANDINA BEACH, FLORIDA, ESTABLISHING AN AMENDED CLASSIFICATION PLAN FOR FISCAL YEAR 2018/2019, PURSUANT TO SECTION 120 OF THE CITY CHARTER AND SECTION 62-247 OF THE CODE OF ORDINANCES OF THE CITY; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, Section 120 of the City Charter states, “The city commission shall fix, by ordinance, the salary or compensation of the city attorney, the department heads, the city manager and the city commission. The city manager shall fix the number and compensation of all other officers and employees. The salaries so fixed shall be uniform for like service in each grade of the city service, as the same shall be graded or classified by the city manager, and approved by the city commission.”; and

WHEREAS, Section 62-247 of the City’s Code of Ordinances states, “The classification plan shall be that as established by the city commission each year by ordinance and may be amended by the city commission from time to time in its discretion, by ordinance, as it may deem necessary to ensure that the plan reflects the current job classification of all positions in the city service.”; and

WHEREAS, the City recognizes that the compensation plan is intended to provide all employees with an equitable and competitive pay, relative to pay received by other employees performing similar work in other areas of the City’s organization and also relative to rates received by other employees in the labor market from which City employees are recruited; and

WHEREAS, it is in the best interest of the City to amend the Classified Service Titles and Pay Grades to reflect the current organizational needs and responsibilities of the City.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COMMISSION OF THE CITY OF FERNANDINA BEACH, FLORIDA:

SECTION 1. CLASSIFIED SERVICE TITLES AND PAY GRADES. The Classified Service Titles and Pay Grades are shown below.

Exempt Classifications	Pay Grade
Accountant	135
Accountant, Payroll	130
Accounting Supervisor	138
Administrative Coordinator	131
Administrative Services Manager	137
Airport Director	143
Airport Operations Manager	134
Aquatics/Greenway Supervisor	131

Exempt Classifications (continued)	Pay Grade
<u>Aquatics Manager</u>	<u>131</u>
Building Official	141
Building Director	145
<u>Code Enforcement Director</u>	<u>137</u>
<u>Community Rating System (CRS) Administrator</u>	<u>135</u>
Comptroller	147
Deputy Building Official	139
Deputy City Clerk	132
Deputy City Manager	146
Deputy Fire Chief	142
Deputy Police Chief	144
Fire Chief	144
<u>Fleet, Facilities, and Sanitation Director</u>	<u>143</u>
Grants Administrator	137
Human Resources Generalist	131
Human Resources Director	143
Information Technology Director	143
<u>Junior Accountant</u>	<u>132</u>
Land Conservation Manager	136
Legal Assistant	132
Maintenance Director	<u>143</u>
Manager/Engineer	143
Network Administrator	139
Paralegal	137
<u>Parks & Recreation Assistant Director</u>	<u>138</u>
Parks & Recreation Director	141
Parks & Recreation Manager	136
Planner I	134
Planner II	136
Planning Manager	140
<u>Planning Director</u>	<u>143</u>
Police Captain	143
Police Chief	146
<u>Project Manager</u>	<u>143</u>
Public Information Officer	131

Exempt Classifications (continued)	Pay Grade
Recreation Programs Supervisor	131
Senior Planner	138
<u>Stormwater Director</u>	<u>143</u>
Systems Administrator	136
Utilities Director	146
Utility Billing Supervisor	135
Utility Operations Superintendent	138
Non-Exempt Classifications	Pay Grade
Accounting Clerk	128
Administrative Specialist	128
Airport Operations Specialist	131
Building Inspector	135
Chief Plant Operator	133
Childcare Professional	120
Code Compliance Officer	131
Code Enforcement Manager	134
Communications Officer Supervisor	129
Customer Service Specialist	126
Deputy Wastewater Superintendent	136
Electrician	131
Electrician/HVAC Technician	131
Engineer I	132
Evidence & Property Custodian	130
Fire Inspector	134
Fire/Rescue Captain	138
Fire/Rescue Engineer	133
Fire/Rescue Lieutenant	136
Firefighter /EMT	131
Firefighter/Paramedic	131
Foreman	131
Heavy Equipment Operator	128
Help Desk Specialist	130
Information Technology Technician	132
Intern I	117
Intern II	125

Non-Exempt Classifications (continued)	Pay Grade
Irrigation/Maintenance Tech	126
<u>Lead Operator</u>	<u>133</u>
Maintenance Assistant	122
Maintenance Tech	127
Maintenance Worker	123
Master Mechanic	130
Mechanic	127
Meter Reader	126
Ocean-Rescue Lifeguard I	124
Ocean-Rescue Lifeguard II	125
Ocean-Rescue Lifeguard III	126
Ocean-Rescue Supervisor	129
Office Assistant	123
Permit Specialist	128
<u>Planning Technician</u>	<u>130</u>
Plans Examiner	136
Plant Operator	130
Police Detective	22
Police Officer	22
Police Reserve Officer	122
Police Sergeant	26
Police Service Aide	125
Pool Lifeguard	117
Purchasing Agent	132
Records Coordinator	129
Recreation Aide	117
Recreation Leader	124
Sign Technician	127
<u>Sr. Childcare Professional</u>	<u>122</u>
Sr. Electrician/HVAC Technician	133
Sr. Maintenance Worker	125
Sr. Plans Examiner	138
Sr. Police Reserve Officer	130
Sr. Water Safety Instructor/Lifeguard	120
Staff Assistant	126

Non-Exempt Classifications (continued)	Pay Grade
Street Maintenance Tech	126
Utility Billing Specialist	128
Warehouse Tech	128
Water Collector	124
Water Fitness Instructor	126
Water Locator	123
<u>Water Quality Supervisor</u>	<u>136</u>
Water Safety Instructor	119
Water Tech I	126
Water Tech II	128
Waste Water Plant Operator Trainee	126
Waste Water Systems Tech I	126
Waste Water Systems Tech II	128
Youth Program Supervisor	128

SECTION 2. CONSOLIDATED PAY PLAN. The Classified Service Pay Schedule for Department Directors and General Employees (Appendix “A”), Fire Employees (Appendix “B”), and the Police Officer Pay Schedule (Appendix “C”) are hereby adopted for Fiscal Year 2018/2019.

SECTION 3. SEVERABILITY. If any section, subsection, sentence, clause, phrase of this Ordinance, or the particular application thereof, shall be held invalid by any court, administrative agency or other body with appropriate jurisdiction, the remaining sections, subsections, sentences, clauses and phrases under application shall not be affected thereby.

SECTION 4. EFFECTIVE DATE. This Ordinance shall be effective on October 1, 2018, after its second reading, public hearing and final adoption.

ADOPTED by the City Commission this 20th day of November, 2018.

CITY OF FERNANDINA BEACH



JOHN A. MILLER
Mayor – Commissioner

ATTEST:

Caroline Best

CAROLINE BEST
City Clerk

APPROVED AS TO FORM AND LEGALITY:



TAMMI E. BACH
City Attorney

Date of First Reading: October 16, 2018
Date of Second Reading and Public Hearing: November 20, 2018
Date of Final Passage: November 20, 2018

Appendix "A"

Classified Service Pay Scale

General Employees

Effective October 1, 2018

Grade	Minimum	Hourly min	Midpoint	Hourly Mid	Maximum	Hourly Max
117	\$16,962	8.15	\$21,839	10.50	\$26,715	12.84
118	\$17,835	8.57	\$22,962	11.04	\$28,090	13.50
119	\$18,729	9.00	\$24,113	11.59	\$29,498	14.18
120	\$19,644	9.44	\$25,292	12.16	\$30,939	14.87
121	\$20,644	9.93	\$26,579	12.78	\$32,514	15.63
122	\$21,644	10.41	\$27,867	13.40	\$34,090	16.39
123	\$22,251	10.70	\$29,042	13.96	\$35,833	17.23
124	\$23,900	11.49	\$30,771	14.79	\$37,643	18.10
125	\$25,071	12.05	\$32,279	15.52	\$39,486	18.98
126	\$26,384	12.68	\$33,941	16.32	\$41,498	19.95
127	\$27,667	13.30	\$35,622	17.13	\$43,576	20.95
128	\$29,029	13.96	\$37,375	17.97	\$45,721	21.98
129	\$30,498	14.66	\$39,266	18.88	\$48,034	23.09
130	\$31,988	15.38	\$41,185	19.80	\$50,381	24.22
131	\$33,594	16.15	\$43,252	20.79	\$52,911	25.44
132	\$35,271	16.96	\$45,411	21.83	\$55,551	26.71
133	\$37,039	17.81	\$47,687	22.93	\$58,336	28.05
134	\$38,894	18.70	\$50,076	24.08	\$61,258	29.45
135	\$40,840	19.63	\$52,582	25.28	\$64,323	30.92
136	\$42,875	20.61	\$55,202	26.54	\$67,529	32.47
137	\$45,018	21.64	\$57,961	27.87	\$70,903	34.09
138	\$47,266	22.72	\$60,855	29.26	\$74,444	35.79
139	\$49,623	23.86	\$63,890	30.72	\$78,157	37.58
140	\$52,100	25.05	\$67,079	32.25	\$82,058	39.45
141	\$54,715	26.31	\$70,445	33.87	\$86,176	41.43
142	\$57,458	27.62	\$73,977	35.57	\$90,496	43.51
143	\$60,332	29.01	\$77,677	37.34	\$95,023	45.68
144	\$63,360	30.46	\$81,575	39.22	\$99,791	47.98
145	\$66,500	31.97	\$85,750	41.23	\$105,000	50.48
146	\$69,825	33.57	\$89,885	43.21	\$109,946	52.86
147	\$73,316	35.25	\$111,648	53.68	\$149,975	72.10

Appendix "B"

CLASSIFIED SERVICE PAY SCALE

FIRE DEPARTMENT*

Effective October 1, 2018

Title	Grade	Min Annual	Hourly Min	Midpoint	Hourly Mid	Max Annual	Hourly Max
Firefighter/EMT and FF/Paramedic	131	\$33,594	\$11.54	\$43,253	\$14.85	\$52,911	\$18.17
Fire/Rescue Engineer	133	\$37,039	\$12.72	\$47,688	\$16.38	\$58,336	\$20.03
Fire/Rescue Lieutenant	136	\$42,875	\$14.72	\$55,202	\$18.96	\$67,529	\$23.19
Fire/Rescue Captain	138	\$47,266	\$16.23	\$60,855	\$20.90	\$74,444	\$25.56

*Firefighters are non-exempt (hourly) employees. Approximation of annual compensation is determined on the basis of normally scheduled hours worked (2912 annually) times the hourly rate.

Appendix "C"

CLASSIFIED SERVICE PAY SCALE

POLICE DEPARTMENT*

Effective October 1, 2018

Title	Grade	Min Annual	Hourly Min	Midpoint	Hourly Mid	Max Annual	Hourly Max
Police Officers and Police Detectives	22	\$38,504	\$17.63	\$46,705	\$21.39	\$54,906	\$25.14
Police Sergeants	26	\$51,804	\$23.72	\$61,938	\$28.36	\$72,072	\$33.00

*Police Officers are non-exempt (hourly) employees. Approximation of annual compensation is determined on the basis of normally scheduled hours worked (2184 annually) times the hourly rate.

NOTICE OF PUBLIC HEARING
CITY COMMISSION
CITY OF FERNANDINA BEACH

NOTICE IS HEREBY GIVEN that a Public Hearing is scheduled for **Tuesday, November 20, 2018, at 6:00 PM** in the City Commission Chambers, 204 Ash Street Fernandina Beach, Florida to consider the following application:

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Interested parties may appear at said hearing and be heard as to the advisability of any action, which may be considered. Any persons with disabilities requiring accommodations in order to participate in this program or activity should contact 310-3115, TTY/TDD 711 or through the Florida Relay Service at 1-800-955-8771 at least 24 hours in advance to request such accommodation.

IF ANY PERSON DECIDES TO APPEAL ANY DECISION MADE BY THE BOARD/COMMISSION WITH RESPECT TO ANY MATTER CONSIDERED AT SUCH HEARING, S/HE WILL NEED TO ENSURE THAT A VERBATIM RECORD OF THE PROCEEDINGS IS MADE, WHICH RECORD INCLUDES THE TESTIMONY AND EVIDENCE UPON WHICH THE APPEAL IS TO BE BASED.

For information, please contact the Staff of the City Clerk's Office, 204 Ash Street, between the hours of 8:00 AM – 5:00 PM, Monday through Friday, (904) 310-3115.

Note:

Please run as a DISPLAY in the November 7, 2018 edition of the News Leader.

Please send proof of publication to:

City Clerk's Office

City Hall, 204 Ash Street

Fernandina Beach, FL 32034

904-310-3115