

RESOLUTION NO. 35-09-05

A RESOLUTION OF THE TOWN COMMISSION OF LAKE PARK, FLORIDA, APPROVING THE NEW CLASSIFICATION AND PAY PLAN FOR THE LAKE PARK PUBLIC LIBRARY; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the Town of Lake Park is a duly constituted municipality organized and existing under the laws of the State of Florida and Chapter 166, Fla. Stat; and

WHEREAS, the Town Commission of the Town of Lake Park has previously approved salary ranges for certain classifications of the Lake Park Public Library; and

WHEREAS, in 2005 Town Staff conducted a comprehensive salary survey of the salary ranges paid by other Florida local governments of comparable size as that of the Town of Lake Park which operate municipal libraries for various library classifications; and

WHEREAS, as a result of this salary survey, Town Staff has recommended to the Town Commission that the classification and pay plan for the Lake Park Public Library be adjusted as set forth on the attached Exhibit "A"; and

WHEREAS, the Town Commission has reviewed the recommendation of Town Staff and the attached Exhibit "A" salary survey and has determined that it is in the best interests and general welfare of the Town of Lake Park and its residents to adjust the salary ranges for Lake Park Public Library classifications.

WHEREAS, Section 2-151(1) of the Town Code provides for the preparation, maintenance and revision of a position classification plan ("Classification Plan") for all employment classifications in Town service; and

WHEREAS, the Classification Plan is based upon similarity of duties performed and responsibilities assumed, so that the same qualifications are reasonably required for the same schedule of pay, and are equally applied to all classifications in the same class; and

WHEREAS, it is necessary to provide an updated listing of certain current titles and classifications within the Town service;

NOW, THEREFORE, BE IT RESOLVED BY THE TOWN COMMISSION OF THE TOWN OF LAKE PARK, FLORIDA:

Section 1: The foregoing recitals are hereby incorporated as if fully set forth herein.

Section 2. The classification and pay plan for Lake Park Public Library as set forth on Exhibit "A" attached hereto and made a part hereof is hereby approved.

Section 3. The Classification Plan is revised to restore the position of Librarian, which was formerly a part of the Classification Plan of the Town of Lake Park, and that such position is reclassified as Librarian I, an exempt position.

Section 4. The Classification Plan pertaining to the classifications in the Lake Park Public Library is revised to provide as follows:

Assistant Director is reclassified as Librarian II, an exempt position;

Library Assistant is reclassified as Library Assistant I, a non-exempt position; and

Children's Library Services Manager is reclassified as Library Assistant II, a non-exempt position;

Library Systems Coordinator is reclassified as Library Assistant II, a non-exempt position; and

Library Page is reclassified as Library Shelver, a part-time non-exempt position;

and that the job descriptions for the above classifications be revised to make them consistent with comparable classifications in other municipal libraries in terms of education and training, knowledge, skills and abilities.

Section 5. That the job descriptions for the non-exempt classifications of Library Accounting Clerk and Library Monitor be revised to make them consistent with comparable classifications in other municipal libraries in terms of education and training, knowledge, skills and abilities.

Section 6. This Resolution shall take effect upon adoption.

The foregoing Resolution was offered by Commissioner Daly who moved its adoption. The motion was seconded by Commissioner Balius and upon being put to a roll call vote, the vote was as follows:

	AYE	NAY	
MAYOR PAUL W. CASTRO	<u>X</u>	_____	
VICE-MAYOR G. CHUCK BALIUS	<u>X</u>	_____	
COMMISSIONER PAUL GARRETSON	_____	_____	Absent
COMMISSIONER ED DALY	<u>X</u>	_____	
COMMISSIONER JEFF CAREY	<u>X</u>	_____	

The Mayor thereupon declared the foregoing Resolution No. 35-09-05 duly passed and adopted this 5TH day of Oct. 2005.

TOWN OF LAKE PARK, FLORIDA

BY: *Paul W. Castro*
PAUL W. CASTRO
MAYOR

ATTEST:

Stephanie Thomas
Stephanie Thomas
TOWN CLERK

Approved as to form and legal sufficiency:

By: *Thomas J. Baird*
THOMAS J. BAIRD
TOWN ATTORNEY



A	B	C	D	E	F	G	H
LIBRARY SALARY RANGE RECOMMENDATIONS	PAY GRADE	CURRENT SALARY RANGE	CURRENT SALARY	RECOMMENDED JOB TITLE	RECOMMENDED SALARY RANGES	PAY GRADE	
1							
2							
3	CURRENT JOB TITLES						
4	PROFESSIONAL						
5	(MLS Degree Required)						
6							
7	Director	\$47,000 - \$65,000 (Adjusted May 2005)	\$60,536.94	Director	\$47,000 - \$65,000		18
8							
9							
10	Assistant Director	\$32,000 - \$45,000 (Adjusted May 2005)	Vacant	Librarian II	\$32,000 - \$45,000		13
11							
12							
13	Librarian	\$27,000 - \$38,000	\$35,878.54	Librarian I	\$32,000 - \$45,000		11
14							
15							
16							
17	PARA-PROFESSIONAL			PARA-PROFESSIONAL			
18	(MLS Degree Not Required)						
19							
20	Children's Library	\$21,000 - \$30,000	\$31,593.54	Library Assistant II (Children's Services)	\$27,000 - \$40,000		06
21	Services Manager						
22							
23	Library Systems	\$24,500 - \$34,500	\$34,430.03	Library Assistant II (Technology)	\$27,000 - \$40,000		09
24	Coordinator						
25							
26	Library Accounting	\$22,000 - \$28,000	Vacant	Library Accounting Clerk	\$25,000 - \$35,000		05
27	Clerk						
28							
29	Library Assistant	\$19,000 - \$27,000	\$9.22 per hour	Library Assistant I	\$21,000 - \$28,000		04
30	(five positions filled on a P/T Basis)		\$9.22 per hour				
31			\$10.75 per hour				
32			\$12.76 per hour				
33			\$9.22 per hour				
34							
35	Library Page	\$7.00 per hour	\$7.00 per hour	Library Shelver	\$7.50 per hour		00
36							
37	Library Monitor	\$6.50 per hour	\$7.06 per hour	Library Monitor	\$8.00 per hour		00
38							
39							

This employee has been with the Town since 1993 & previously served as accounting clerk