

RESOLUTION No. 06-02-15

A RESOLUTION OF THE TOWN COMMISSION OF THE TOWN OF LAKE PARK, FLORIDA, AMENDING THE TOWN POSITION TITLES, JOB CODES AND PAY PLAN TO INCREASE THE EMPLOYEE PAY RANGES FOR FISCAL YEAR 2015; PROVIDING FOR THE PUBLICATION OF AN UPDATED POSITION TITLES, JOB CODES AND PAY PLAN; 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 of Lake Park Position Titles, Job Codes and Pay 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 positions in the same class; and

WHEREAS, it is necessary to provide an updated pay plan for current job titles and classifications within the Town service.

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

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

Section 2. The Town of Lake Park Position Titles, Job Codes and Pay Plan is hereby amended to increase the employee pay ranges for Fiscal Year 2015 by 2 percent. A copy of the revised Position Titles, Job Codes and Pay Plan is attached hereto as Exhibit A.


Section 3. This Resolution shall become effective immediately upon adoption.

The foregoing Resolution was offered by Commissioner O'Rourke who moved its adoption. The motion was seconded by Vice-Mayor Glas-Castro and upon being put to a roll call vote, the vote was as follows:

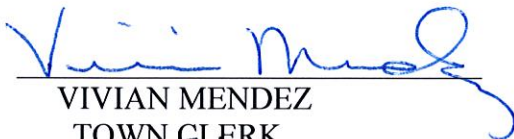
	AYE	NAY
MAYOR JAMES DUBOIS	<u> / </u>	<u> — </u>
VICE-MAYOR KIMBERLY GLAS-CASTRO	<u> / </u>	<u> — </u>
COMMISSIONER ERIN FLAHERTY	<u> / </u>	<u> — </u>
COMMISSIONER MICHAEL O'ROURKE	<u> / </u>	<u> — </u>
COMMISSIONER KATHLEEN RAPOZA	<u> / </u>	<u> — </u>

The Town Commission thereupon declared the foregoing Resolution NO. 06-02-15 duly passed and adopted this 18 day of February, 2015.

TOWN OF LAKE PARK, FLORIDA

BY: 
 JAMES DUBOIS
 MAYOR

ATTEST:


 VIVIAN MENDEZ
 TOWN CLERK



Approved as to form and legal sufficiency:

BY: 
 THOMAS J. BAIRD
 TOWN ATTORNEY

**TOWN OF LAKE PARK
POSITION TITLES, JOB CODES AND PAY PLAN**

JOB CODE	E/NE	POSITION TITLES	MINIMUM		MAXIMUM	
			FY 2015		FY 2015	
			PER YEAR	PER HR	PER YEAR	PER HR
Department: Town Manager						
100	E	Town Manager	Contract Employee			
500	E	Assistant Town Manager	50,918.40	24.48	80,433.60	38.67
489	E	Grants Writer	51,875.20	24.94	80,516.80	38.71
490	E	Assistant to the Town Manager	51,875.20	24.94	80,516.80	38.71
Department: Information Technology						
112	E	Chief Information Technology Officer	51,875.20	24.94	80,516.80	38.71
General Clerical (non-departmental)						
230	NE	Executive Secretary	27,601.60	13.27	43,368.00	20.85
255	NE	Administrative Secretary	27,601.60	13.27	43,368.00	20.85
260	NE	Administrative Assistant	29,806.40	14.33	49,545.60	23.82
220	NE	Clerk Typist	19,198.40	9.23	30,305.60	14.57
Department: Town Clerk						
190	E	Town Clerk/Deputy Town Manager	51,875.20	24.94	80,516.80	38.71
195	NE	Deputy Town Clerk	35,318.40	16.98	55,744.00	26.80
Department: Human Resources						
120	E	Human Resources Director	51,875.20	24.94	80,516.80	38.71
Department: Community Development						
115	E	Community Development/Planning Director	68,432.00	32.90	105,289.60	50.62
110	E	Building Official	41,891.20	20.14	66,164.80	31.81
111	E	Planner	37,876.80	18.21	58,988.80	28.36
315	NE	Building Inspector	32,822.40	15.78	51,833.60	24.92
316	NE	Community Development Technician	29,806.40	14.33	49,545.60	23.82
320	NE	Code Compliance Officer	30,908.80	14.86	52,020.80	25.01
321	NE	Parking Enforcement Code Compliance Officer		10.20	31,824.00	15.30
322	NE	Administrative Assistant to Com. Dev. Director	29,806.40	14.33	49,545.60	23.82
Department: Finance						
130	E	Finance Director	73,361.60	35.27	118,872.00	57.15
125	E	Chief Accountant	51,875.20	24.94	80,516.80	38.71
211	NE	Accountant I	29,806.40	14.33	49,545.60	23.82
212	NE	Accountant II	35,318.40	16.98	55,744.00	26.80
213	NE	Accountant III	40,809.60	19.62	63,232.00	30.40

TOWN OF LAKE PARK
POSITION TITLES, JOB CODES AND PAY PLAN

JOB CODE	E/NE	POSITION TITLES	MINIMUM FY 2015		MAXIMUM FY 2015	
			PER YEAR	PER HR	PER YEAR	PER HR
			Department: Library			
150	E	Library Director	51,875.20	24.94	80,516.80	38.71
155	E	Librarian II	38,625.60	18.57	56,992.00	27.40
208	NE	Library Accounting Clerk	27,601.60	13.27	43,368.00	20.85
235	NE	Library Assistant II	29,806.40	14.33	49,545.60	23.82
240	NE	Library Assistant I	23,171.20	11.14	34,694.40	16.68
241	NE	Library Technical Assistant I	27,601.60	13.27	43,368.00	20.85
245	NE	Library Assistant II	29,806.40	14.33	49,545.60	23.82
310	E	Librarian I	35,318.40	16.98	43,513.60	20.92
340	NE	Children's Services Assistant		8.83		
345	NE	Library Shelver		8.29		
346	NE	Library Facilities Custodian		10.09		
Department: Public Works						
170	E	Public Works Director	68,432.00	32.90	105,289.60	50.62
175	E	Operations Manager	44,137.60	21.22	68,140.80	32.76
176	NE	Assistant to the PW Director	38,750.40	18.63	52,145.60	25.07
177	NE	Operations Technician I	** 30,243.20	14.54	44,137.60	21.22
560	NE	Foreman	** 30,908.80	14.86	52,540.80	25.26
563	NE	Foreman General Infrastructure	** 32,448.00	15.60	55,182.40	26.53
510	NE	Custodian	** 20,987.20	10.09	32,240.00	15.50
520	NE	Mechanic I	** 25,896.00	12.45	39,665.60	19.07
530	NE	Mechanic II	** 30,908.80	14.86	48,360.00	23.25
531	NE	Facilities Mechanic I	** 29,140.80	14.01	39,291.20	18.89
532	NE	Facilities Mechanic II	** 33,321.60	16.02	46,321.60	22.27
535	NE	Facilities Maintenance Worker I	** 24,606.40	11.83	35,547.20	17.09
536	NE	Facilities Maintenance Worker II	** 30,680.00	14.75	42,452.80	20.41
537	NE	Facilities Maintenance Worker III	** 36,420.80	17.51	52,291.20	25.14
540	NE	Equipment Operator I	** 23,192.00	11.15	34,715.20	16.69
545	NE	Equipment Operator II	** 28,704.00	13.80	49,587.20	23.84
546	NE	Equipment Operator III	** 34,216.00	16.45	52,020.80	25.01
550	NE	Maintenance Worker I	** 20,987.20	10.09	32,240.00	15.50
555	NE	Maintenance Worker II	** 23,192.00	11.15	34,715.20	16.69
556	NE	Maintenance Worker III	** 30,451.20	14.64	47,715.20	22.94
557	NE	Irrigation Technician I	** 27,913.60	13.42	38,480.00	18.50
558	NE	Irrigation Technician II	** 32,552.00	15.65	41,870.40	20.13
617	E	Project Manager		32.69		
559	NE	Traffic Maintenance Technician I	** 27,913.60	13.42	36,961.60	17.77
560	NE	Traffic Maintenance Technician II	** 31,116.80	14.96	40,934.40	19.68
561	NE	Storm Water Technician I	** 30,451.20	14.64	47,715.20	22.94
562	NE	Storm Water Technician II	** 34,216.00	16.45	52,020.80	25.01
575	NE	Grounds Maintenance Crew Leader	** 26,499.20	12.74	43,388.80	20.86
615	NE	Vehicle Maintenance Foreman	** 34,216.00	16.45	56,742.40	27.28

**TOWN OF LAKE PARK
POSITION TITLES, JOB CODES AND PAY PLAN**

JOB CODE	E/NE	POSITION TITLES	MINIMUM FY 2015		MAXIMUM FY 2015	
			PER YEAR	PER HR	PER YEAR	PER HR
Department: Marina						
620	E	Harbor Marina Director	51,875.20	24.94	80,516.80	38.71
570	E	Dock Master	34,216.00	16.45	55,744.00	26.80
571	NE	Assistant Dock Master	22,713.60	10.92	33,030.40	15.88
209	NE	Ship's Store Clerk	22,713.60	10.92	33,030.40	15.88
610	NE	Dock Attendant	** 21,382.40	10.28	32,240.00	15.50
Department: Parks and Recreation						
180	E	Recreation Director	51,875.20	24.94	80,516.80	38.71
181	NE	Camp Counselor (Seasonal)		8.05		
182	NE	Recreation Bus Driver		8.05		
183	NE	Event Assistant		8.05		
330	E	Assistant Recreation Director	35,318.40	16.98	55,744.00	26.80
331	NE	Grounds Maintenance Worker II	** 23,192.00	11.15	34,715.20	16.69
630	NE	Special Projects Coordinator	29,785.60	14.32	47,028.80	22.61
None	NE	Camp Director (Seasonal)		8.28		
Special I						
None	E	Senior Registered Civil Engineer				
None	E	Senior Registered Architect				
640	E	CADD Systems Operator	36,192.00	17.40	57,158.40	27.48
Special II						
616	NE	Carpenter/Project Superintendent	29,785.60	14.32	47,028.80	22.61
618	NE	Carpenter's Helper	21,153.60	10.17	33,425.60	16.07
Community Redevelopment Agency (CRA)						
	E	Art Studio and Gallery Manager	35,692.80	17.16	51,001.60	24.52
	E	Economic Development Director	68,432.00	32.90	97,489.60	46.87
	N/E	Art Studio and Gallery Assistant		11.22		

E = Exempt Position

NE = Non-exempt Position

**** = Bargaining Unit Position**

**TOWN OF LAKE PARK
POSITION TITLES, JOB CODES AND PAY PLAN**

(CURRENT)

JOB CODE	E/NE	POSITION TITLES	MINIMUM FY 2014		MAXIMUM FY 2014	
			PER YEAR	PER HR	PER YEAR	PER HR
Department: Town Manager						
100	E	Town Manager	Contract Employee			
500	E	Assistant Town Manager	49,928.09	24.0039	78,849.61	37.9085
489	E	Grants Writer	50,854.75	24.4494	78,943.41	37.9536
490	E	Assistant to the Town Manager	50,854.75	24.4494	78,943.41	37.9536
Department: Information Technology						
112	E	Chief Information Technology Officer	50,854.75	24.4494	78,943.41	37.9536
General Clerical (non-departmental)						
230	NE	Executive Secretary	27,050.40	13.0050	42,507.99	20.4365
255	NE	Administrative Secretary	27,050.40	13.0050	42,507.99	20.4365
260	NE	Administrative Assistant	29,214.43	14.0454	48,580.56	23.3560
220	NE	Clerk Typist	18,817.37	9.0468	29,717.58	14.2873
Department: Town Clerk						
190	E	Town Clerk/Deputy Town Manager	50,854.75	24.4494	78,943.41	37.9536
195	NE	Deputy Town Clerk	34,624.51	16.6464	54,653.13	26.2755
Department: Human Resources						
120	E	Human Resources Director	50,854.75	24.4494	78,943.41	37.9536
Department: Community Development						
115	E	Community Development/Planning Director	67,084.99	32.2524	103,233.69	49.6316
110	E	Building Official	41,075.97	19.7481	64,869.77	31.1874
111	E	Planner	37,128.00	17.8500	57,834.00	27.8048
315	NE	Building Inspector	32,183.51	15.4728	50,826.22	24.4357
316	NE	Community Development Technician	29,214.43	14.0454	48,580.56	23.3560
320	NE	Code Compliance Officer	30,296.45	14.5656	51,009.59	24.5238
321	NE	Parking Enforcement Code Compliance Officer		10.0000		15.0000
322	NE	Administrative Assistant to Com. Dev. Director	29,214.43	14.0454	48,580.56	23.3560
Department: Finance						
130	E	Finance Director	71,932.44	34.5829	116,531.65	56.0248
125	E	Chief Accountant	50,854.75	24.4494	78,943.41	37.9536
211	NE	Accountant I	29,214.43	14.0454	48,580.56	23.3560
212	NE	Accountant II	34,624.51	16.6464	54,653.13	26.2755
213	NE	Accountant III	40,000.00	19.2308	62,000.00	29.8077

TOWN OF LAKE PARK
POSITION TITLES, JOB CODES AND PAY PLAN

JOB CODE	E/NE	POSITION TITLES	MINIMUM FY 2014		MAXIMUM FY 2014	
			PER YEAR	PER HR	PER YEAR	PER HR
Department: Library						
150	E	Library Director	50,854.75	24.4494	78,943.41	37.9536
155	E	Librarian II	37,870.56	18.2070	55,867.64	26.8594
208	NE	Library Accounting Clerk	27,050.40	13.0050	42,507.99	20.4365
235	NE	Library Assistant II	29,214.43	14.0454	48,580.56	23.3560
240	NE	Library Assistant I	22,722.34	10.9242	34,006.39	16.3492
241	NE	Library Technical Assistant I	27,050.40	13.0050	42,507.99	20.4365
245	NE	Library Assistant II	29,214.43	14.0454	48,580.56	23.3560
310	E	Librarian I	34,624.51	16.6464	42,653.13	20.5063
340	NE	Children's Services Assistant		8.6600		
345	NE	Library Shelver		8.1300		
346	NE	Library Facilities Custodian		9.8900		
Department: Public Works						
170	E	Public Works Director	67,084.99	32.2524	103,233.69	49.6316
175	E	Operations Manager	43,280.64	20.8080	66,798.27	32.1146
176	NE	Assistant to the PW Director	37,995.00	18.2668	51,114.24	24.5742
177	NE	Operations Technician I	** 29,651.40	14.2555	43,273.13	20.8044
560	NE	Foreman	** 30,296.45	14.5656	51,515.10	24.7669
563	NE	Foreman General Infrastructure	** 31,811.27	15.2939	54,090.86	26.0052
510	NE	Custodian	** 20,566.21	9.8876	31,603.16	15.1938
520	NE	Mechanic I	** 25,384.10	12.2039	38,896.20	18.7001
530	NE	Mechanic II	** 30,308.10	14.5712	47,404.74	22.7907
531	NE	Facilities Mechanic I	** 28,565.22	13.7333	38,525.76	18.5220
532	NE	Facilities Mechanic II	** 32,676.88	15.7100	45,405.36	21.8295
535	NE	Facilities Maintenance Worker I	** 24,128.96	11.6005	34,856.64	16.7580
536	NE	Facilities Maintenance Worker II	** 30,080.04	14.4616	41,621.58	20.0104
537	NE	Facilities Maintenance Worker III	** 35,706.53	17.1666	51,270.66	24.6494
540	NE	Equipment Operator I	** 22,731.08	10.9284	34,034.18	16.3626
545	NE	Equipment Operator II	** 28,143.24	13.5304	48,620.25	23.3751
546	NE	Equipment Operator III	** 33,542.50	16.1262	51,000.77	24.5196
550	NE	Maintenance Worker I	** 20,566.21	9.8876	31,603.16	15.1938
555	NE	Maintenance Worker II	** 22,731.08	10.9284	34,034.18	16.3626
556	NE	Maintenance Worker III	** 29,863.64	14.3575	46,781.28	22.4910
557	NE	Irrigation Technician I	** 27,375.00	13.1611	37,723.14	18.1361
558	NE	Irrigation Technician II	** 31,919.47	15.3459	41,048.28	19.7348
617	E	Project Manager		32.0500		
559	NE	Traffic Maintenance Technician I	** 27,375.00	13.1611	36,232.56	17.4195
560	NE	Traffic Maintenance Technician II	** 30,512.85	14.6696	40,131.00	19.2938
561	NE	Storm Water Technician I	** 29,863.64	14.3575	46,781.28	22.4910
562	NE	Storm Water Technician II	** 33,542.50	16.1262	51,000.77	24.5196
575	NE	Grounds Maintenance Crew Leader	** 25,978.37	12.4896	42,542.72	20.4532
615	NE	Vehicle Maintenance Foreman	** 33,542.50	16.1262	55,636.31	26.7482

**TOWN OF LAKE PARK
POSITION TITLES, JOB CODES AND PAY PLAN**

JOB CODE	E/NE	POSITION TITLES	MINIMUM FY 2014		MAXIMUM FY 2014	
			PER YEAR	PER HR	PER YEAR	PER HR
Department: Marina						
620	E	Harbor Marina Director	50,854.75	24.4494	78,943.41	37.9536
570	E	Dock Master	33,542.50	16.1262	54,653.13	26.2755
571	NE	Assistant Dock Master	22,276.80	10.7100	32,387.04	15.5707
209	NE	Ship's Store Clerk	22,276.80	10.7100	32,387.04	15.5707
610	NE	Dock Attendant	** 20,969.47	10.0815	31,603.16	15.1938
Department: Parks and Recreation						
180	E	Recreation Director	50,854.75	24.4494	78,943.41	37.9536
181	NE	Camp Counselor (Seasonal)		8.0500		
182	NE	Recreation Bus Driver		8.0500		
183	NE	Event Assistant		8.0500		
330	E	Assistant Recreation Director	34,624.51	16.6464	54,653.13	26.2755
331	NE	Grounds Maintenance Worker II	** 22,731.08	10.9284	34,034.18	16.3626
630	NE	Special Projects Coordinator	29,191.93	14.0346	46,101.74	22.1643
None	NE	Camp Director (Seasonal)		8.1200		
Special I						
None	E	Senior Registered Civil Engineer				
None	E	Senior Registered Architect				
640	E	CADD Systems Operator	35,482.96	17.0591	56,036.94	26.9408
Special II						
616	NE	Carpenter/Project Superintendent	29,191.93	14.0346	46,101.74	22.1643
618	NE	Carpenter's Helper	20,746.15	9.9741	32,763.64	15.7518
Community Redevelopment Agency (CRA)						
	E	Art Studio and Gallery Manager	35,000.00	16.8269	50,000.00	24.0385
	E	Economic Development Director	67,084.99	32.2524	95,586.75	45.9552
	N/E	Art Studio and Gallery Assistant		11.0000		

E = Exempt Position
NE = Non-exempt Position
** = Bargaining Unit Position