

Introduced by: Council Member Jeanell Wilson

Adopted: August 6, 2018

**RESOLUTION NO. 2014-2018**

**A RESOLUTION AMENDING THE CITY OF JACKSONVILLE BEACH POSITION CLASSIFICATION AND PAY PLAN FOR MANAGERIAL, PROFESSIONAL, ADMINISTRATIVE AND UNCLASSIFIED (NON-UNION) POSITIONS, EFFECTIVE AUGUST 6, 2018.**

**WHEREAS**, the City Council has adopted a Classification and Pay Plan which establishes job classifications and salary ranges for each position that are competitive with similar positions in the labor market, and

**WHEREAS**, it periodically becomes necessary to update the Classification and Pay Plan to ensure positions are properly classified and compensated in accordance with skill levels, job duties and market conditions.

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF JACKSONVILLE BEACH, FLORIDA, THAT:**

**SECTION 1.** The City amends the Classification and Pay Plan for Managerial, Professional, Administrative and Unclassified (Nonunion) Positions attached hereto as *Attachment A*, dated August 6, 2018, which establishes a new pay grade for Police Commanders and adjusts the pay grades for the Fire Captain/Shift Commander and Fire Captain/Fire Marshal.

**SECTION 2.** The City Manager is hereby authorized to implement the amended pay plan and take any action necessary to carry out implementation not in conflict with any other laws or ordinances.

**SECTION 3.** This Resolution shall become effective immediately upon its adoption.

AUTHENTICATED this 6<sup>th</sup> day of August, 2018.

  
\_\_\_\_\_  
William C. Latham, MAYOR

  
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Laurie Scott, CITY CLERK

CITY OF JACKSONVILLE BEACH  
POSITION CLASSIFICATION AND PAY PLAN



Classification and Pay Plan

For

Managerial, Professional, Administrative and Unclassified  
(Nonunion)

Effective October 1, 2016  
Amended February 6, 2017  
Amended May 1, 2017  
Amended September 18, 2017  
Amended February 19, 2018  
Amended July 16, 2018  
Amended August 6, 2018

**SECTION II**  
**CLASSIFICATIONS AND PAY GRADES - By Classification**

CLASSIFICATION	POSITION TITLE	GRADE
Department Director	* Chief Financial Officer	138
	* Deputy City Manager	141
	* Director of Beaches Energy Services	141
	* Director of Human Resources	135
	* Director of Parks and Recreation	135
	* Director of Planning and Development	135
	* Director of Public Works	138
	* Fire Chief	137
	* Police Chief	138
Administrative, Fiscal & Related	* Accountant	126
	* Accounting Supervisor	130
	Administrative Assistant	120
	Assistant City Clerk	124
	* Assistant Customer Service Supervisor	125
	* Assistant Finance/Budget Officer	134
	* Assistant to the City Manager	123
	* Associate Business Analyst	126
	Building Maintenance Supervisor	122
	* Building Official	132
	* Business Analyst	131
	* Business Relations/Conservation Coordinator	122
	Chief Storekeeper	119
	* City Clerk	129
	Clerical Assistant	114
	* Customer Service Supervisor	129
	Database Administrator	126
	* GIS Administrator	130
	Human Resources Generalist	124
	* Information Systems Supervisor	134
	* Internal Auditor	129
	* Network Engineer	130
	* Payroll/Benefits Administrator	130
	Payroll Specialist	120
	* Planning Official	132
	Project/Safety Coordinator	118
	* Property and Procurement Officer	134
	* Procurement Administrator	128
	Procurement Associate	124
	Staff Assistant	117
	* Senior Planner	129
	* System Administrator	129
	* System Administrator/Public Safety	129
* Utilities Accountant/Analyst	125	

\* Exempt from overtime under the Fair Labor Standards Act.

**CLASSIFICATIONS AND PAY GRADES**

**By Classification**

CLASSIFICATION	POSITION TITLE	GRADE	
Electric Utilities	* Construction & Maintenance Supervisor	132	
	Electric Safety & Training Supervisor	129	
	* Electric Utilities Superintendent	136	
	* Electrical Engineer	133	
	* Electrical Engineer (Registered PE}	134	
	* Electrical Engineering Supervisor	136	
	* Meter Services Supervisor	127	
	* System Operations Supervisor	134	
	Public Works	* Distribution & Collection Superintendent	131
		* GIS Systems Analyst	128
* Public Works City Engineer		135	
* Public Works Project Engineer		135	
* Streets Superintendent		131	
* Utility Plant Supervisor		131	
Utility Plant Maintenance Supervisor		127	
Assistant Ocean Rescue Supervisor		118	
Parks and Recreation	Beach Patrol Guard	Unclassified	
	Beach Patrol Lieutenant	Unclassified	
	Director of Golf Instruction	112	
	Events Coordinator	122	
	Golf Cart/Range Attendant	108	
	* Golf Course Superintendent	127	
	* Golf Course/Park Maintenance Superintendent	127	
	* Golf Professional	126	
	Golf Shop Attendant	112	
	Golf Starter	108	
	Ocean Rescue Supervisor	120	
	Recreation Leader	114	
	Recreation Program Assistant	115	
	* Recreation Superintendent	126	
	Recreation Supervisor	123	
	Tennis Court Attendant	108	
	* Facility Manager	117	
	Public Safety	* Fire Captain/Fire Marshal	405
* Fire Captain/Shift Commander		404	
Police Accreditation Manager		122	
* Police Commander		<b>183</b>	
Police Officer Part Time		180	
Police Records Supervisor		119	
Police Sergeant (Non-Union)		182	
Police Volunteer Coordinator		115	
Public Safety Communications Supervisor		126	
School Crossing Guard		Unclassified	

\*Exempt from overtime under the Fair Labor Standards Act.

## CLASSIFICATIONS AND PAY GRADES

### By Grade

GRADE	POSITION TITLE
108	Golf Cart/Range Attendant
108	Golf Starter
108	Tennis Court Attendant
112	Golf Shop Attendant
112	Director of Golf Instruction
114	Clerical Assistant
114	Recreation Leader
115	Police Volunteer Coordinator
115	Recreation Program Assistant
117	Staff Assistant
117	* Facility Manager
118	Assistant Ocean Rescue Supervisor
118	Project/Safety Coordinator
119	Chief Storekeeper
120	Ocean Rescue Supervisor
119	Police Records Supervisor
120	Administrative Assistant
120	Payroll Specialist
122	Building Maintenance Supervisor
122	* Business Relations/Conservation Coordinator
122	Events Coordinator
122	Police Accreditation Manager
123	Recreation Supervisor
123	* Assistant to the City Manager
124	Assistant City Clerk
124	Human Resources Generalist
124	Procurement Associate
125	* Assistant Customer Service Supervisor
125	* Utilities Accountant/Analyst
126	* Accountant
126	* Associate Business Analyst
126	Database Administrator
126	* Recreation Superintendent
126	* Golf Professional
126	Public Safety Communications Supervisor
127	* Golf Course Superintendent
127	* Golf Course/Parks Maintenance Superintendent
127	* Meter Services Supervisor
127	Utility Plant Maintenance Supervisor
128	* GIS Systems Analyst
128	* Procurement Administrator
129	* City Clerk
129	* Customer Service Supervisor
129	Electric Safety & Training Supervisor

\* Exempt from overtime under the Fair Labor Standards Act.

CLASSIFICATIONS AND PAY GRADES  
By Grade

GRADE	POSITION TITLE
129	* Internal Auditor
129	* System Administrator
129	* System Administrator/Public Safety
130	* Accounting Supervisor
130	* GIS Administrator
130	* Network Engineer
130	* Payroll/Benefits Administrator
131	* Business Analyst
131	* Distribution & Collection Superintendent
131	* Streets Superintendent
131	* Utility Plant Supervisor
132	* Building Official
132	* Construction & Maintenance Supervisor
132	* Planning Official
133	* Electrical Engineer
<b>183</b>	* Police Commander
134	* Assistant Finance/Budget Officer
134	* Electrical Engineer (Registered PE)
134	* Information Systems Supervisor
134	* Property and Procurement Officer
134	* System Operations Supervisor
135	* Director of Human Resources
135	* Director of Parks and Recreation
135	* Director of Planning and Development
135	* Public Works City Engineer
135	* Public Works Project Engineer
136	* Electrical Engineering Supervisor
136	* Electric Utilities Superintendent
137	* Fire Chief
138	* Director of Public Works
138	* Chief Financial Officer
138	* Police Chief
141	* Deputy City Manager
141	* Director of Beaches Energy Services
180	Police Officer Part Time
182	Police Sergeant (Non-Union)
404	* Fire Captain/Shift Commander
405	* Fire Captain/Fire Marshall
Unclassified	Beach Patrol Guard
Unclassified	Beach Patrol Lieutenant
Unclassified	School Crossing Guard

\* Exempt from overtime under the Fair Labor Standards Act.

**SECTION III**

**PAY GRADE SCHEDULE**

<b>GRADE</b>	<b>MINIMUM</b>	<b>MIDPOINT</b>	<b>MAXIMUM</b>
108	\$8.33 \$17,326.40	\$10.94 \$22,755.20	\$13.55 \$28,184.00
109	\$8.75 \$18,200.00	\$11.46 \$23,836.80	\$14.17 \$29,473.60
110	\$9.19 \$19,115.20	\$12.05 \$25,064.00	\$14.90 \$30,992.00
111	\$9.65 \$20,072.00	\$12.67 \$26,353.60	\$15.68 \$32,614.40
112	\$10.13 \$21,070.40	\$13.27 \$27,601.60	\$16.40 \$34,112.00
113	\$10.64 \$22,131.20	\$13.95 \$29,016.00	\$17.26 \$35,900.80
114	\$11.17 \$23,233.60	\$14.66 \$30,492.80	\$18.15 \$37,752.00
115	\$11.73 \$24,398.40	\$15.37 \$31,969.60	\$19.01 \$39,540.80
116	\$12.32 \$25,625.60	\$16.15 \$33,592.00	\$19.97 \$41,537.60
117	\$12.94 \$26,915.20	\$16.96 \$35,276.80	\$20.98 \$43,638.40
118	\$13.59 \$28,267.20	\$17.82 \$37,065.60	\$22.04 \$45,843.20
119	\$14.27 \$29,681.60	\$18.71 \$38,916.80	\$23.15 \$48,152.00
120	\$14.98 \$31,158.40	\$19.64 \$40,851.20	\$24.30 \$50,544.00
121	\$15.73 \$32,718.40	\$20.62 \$42,889.60	\$25.50 \$53,040.00
122	\$16.52 \$34,361.60	\$21.68 \$45,094.40	\$26.83 \$55,806.40
123	\$17.35 \$36,088.00	\$22.74 \$47,299.20	\$28.13 \$58,510.40
124	\$18.22 \$37,897.60	\$23.89 \$49,691.20	\$29.55 \$61,464.00
125	\$19.13 \$39,790.40	\$25.09 \$52,187.20	\$31.05 \$64,584.00

\*Annual salaries based on 2080 hours worked in a twelve-month period.

### PAY GRADE SCHEDULE

GRADE	MINIMUM	MIDPOINT	MAXIMUM
126	\$20.09 \$41,787.20	\$26.33 \$54,766.40	\$32.57 \$67,745.60
127	\$21.09 \$43,867.20	\$27.64 \$57,491.20	\$34.19 \$71,115.20
128	\$22.14 \$46,051.20	\$29.02 \$60,361.60	\$35.89 \$74,651.20
129	\$23.25 \$48,360.00	\$30.48 \$63,398.40	\$37.70 \$78,416.00
130	\$24.41 \$50,772.80	\$31.99 \$66,539.20	\$39.57 \$82,305.60
131	\$25.63 \$53,310.40	\$33.59 \$69,867.20	\$41.55 \$86,424.00
132	\$26.91 \$55,972.80	\$35.27 \$73,361.60	\$43.63 \$90,750.40
133	\$28.26 \$58,780.80	\$37.04 \$77,043.20	\$45.81 \$95,284.80
134	\$29.67 \$61,713.60	\$38.88 \$80,870.40	\$48.09 \$100,027.20
135	\$31.15 \$64,792.00	\$40.82 \$84,905.60	\$50.48 \$104,998.40
136	\$32.71 \$68,036.80	\$42.87 \$89,169.60	\$53.03 \$110,302.40
137	\$34.35 \$71,448.00	\$45.02 \$93,641.60	\$55.69 \$115,835.20
138	\$36.07 \$75,025.60	\$47.27 \$98,321.60	\$58.46 \$121,596.80
139	\$37.87 \$78,769.60	\$49.64 \$103,251.20	\$61.41 \$127,732.80
140	\$39.76 \$82,700.80	\$52.11 \$108,388.80	\$64.45 \$134,056.00
141	\$41.74 \$86,828.00	\$54.69 \$113,760.00	\$67.64 \$140,692.00
182	\$28.03 \$58,302.40	\$32.50 \$67,600.00	\$36.97 \$76,897.60
<b>183</b>	<b>\$29.39</b> <b>\$61,131.20</b>	<b>\$38.52</b> <b>\$80,121.60</b>	<b>\$47.64</b> <b>\$99,091.20</b>
*404	<b>\$21.70</b> \$63,190.40±,967.36	<b>\$25.09</b> \$73,062.087±,63:5. G	<b>\$28.47</b> \$82,904.648±,73.9
405	<b>\$30.39</b> \$63,211.206±,963.W	<b>\$35.1334A4</b> \$73,070.407±,63:5.W	<b>\$39.8639-,G&amp;</b> \$82,908.808±, 86.49

\*Annual salary based on 2912 hours worked in a twelve-month period.  
All other annual salaries based on 2080 hours worked in a twelve-month period.