

RESOLUTION NUMBER 15-2021

A RESOLUTION OF THE CITY OF GULF BREEZE, FLORIDA TO ADOPT A REVISED SCHEDULE OF AUTHORIZED POSITIONS FOR FISCAL YEAR 2021; PROVIDING FOR REPEAL OF CONFLICTING SCHEDULES; AND, PROVIDING FOR AN EFFECTIVE DATE

WHEREAS, at a special meeting on September 17, 2020, the City Council of the City of Gulf Breeze approved and adopted the City's Fiscal Year (FY) 2021 comprehensive budget; and

WHEREAS, the adopted FY 2021 budget includes staff salaries for FY 2021 for the positions; and

WHEREAS, on September 14, 2020, the City Council adopted Resolution No. 51-2020, approving a Schedule of Authorized Positions for FY 2021; and

WHEREAS, the City desires to fund twenty-eight (28) After School/Summer Camp positions that were not funded in the Fiscal Year 2021 budget; and

WHEREAS, Resolution No. 68-2020 was the first amendment, Resolution No. 09-2021 was the second amendment and Resolution No 15-2021 will be the third amendment to the Schedule of Authorized Positions for fiscal year 2021.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF GULF BREEZE, AS FOLLOWS:

SECTION 1. RECITALS.

The "Whereas" clauses set forth above are incorporated herein by reference.

SECTION 2. ADOPTION OF A REVISED SCHEDULE OF AUTHORIZED POSITIONS.

The City Council of the City of Gulf Breeze hereby adopts a revised Schedule of Authorized Positions by funding twenty-eight (28) Recreation Assistant - After School/Summer Camp positions

SECTION 3. REPEAL OF CONFLICTING PROVISIONS

All schedules or parts thereof of the City that are in conflict with the provisions herein contained are, to the extent of such conflict, hereby superseded and repealed.

SECTION 4. EFFECTIVE DATE.

This Resolution shall take effect immediately upon its adoption.

PASSED AND ADOPTED BY THE CITY COUNCIL OF THE CITY OF GULF BREEZE, FLORIDA ON THIS 5th DAY OF APRIL, 2021.



CITY OF GULF BREEZE, FLORIDA

By: _____

ATTEST

Stephanie D. Lucas
Stephanie D. Lucas, Deputy City Clerk

| Department | Class | Pay Grade | Number of Full-Time Authorized Positions | Number of Part-Time Authorized Positions | Number of Seasonal Authorized Positions | Unfunded Positions |
|--|-------|-----------|--|--|---|--------------------|
| | | | Fiscal Year 2021 | | | |
| GENERAL GOVERNMENT | | | | | | |
| City Manager | 1101 | 30 | 1.00 | | | |
| Assistant City Manager | 2102 | 27 | 1.00 | | | |
| Total FY21 Positions | | | 2.00 | - | - | - |
| City Clerk Department | | | | | | |
| City Clerk | 2104 | 22 | 1.00 | | | |
| Total FY21 City Clerk Department Positions | | | 1.00 | - | - | - |
| Technology and Innovation Department | | | | | | |
| Technology and Innovation Director | 5553 | 24 | 1.00 | | | |
| Total FY21 Technology and Innovation Department Positions | | | 1.00 | - | - | - |
| Administrative Services Department | | | | | | |
| Administrative Services Director | 2111 | 22 | 1.00 | | | |
| Procurement and HR Generalist | 0004 | 13 | 1.00 | | | |
| Senior Administrative Assistant (Funded for 1/2 Year) | 4616 | 9 | 0.50 | | | 0.50 |
| Total FY21 Administrative Services Department Positions | | | 2.50 | - | - | 0.50 |
| Finance Department | | | | | | |
| Finance Director | 2103 | 26 | 1.00 | | | |
| Senior Accountant | 3634 | 19 | 1.00 | | | |
| Accountant (Enterprise) | 0002 | 15 | 1.00 | | | |
| Account Specialist II (AP) | 0003 | 10 | 1.00 | | | |
| Account Specialist II (Payroll) | 3632 | 10 | 1.00 | | | |

| Department | Class | Pay Grade | Number of Full-Time Authorized Positions | Number of Part-Time Authorized Positions | Number of Seasonal Authorized Positions | Unfunded Positions |
|---|-------|-----------|--|--|---|--------------------|
| Administrative Assistant | 4616 | 9 | 1.00 | | | |
| Total FY21 Finance Department Positions | | | 6.00 | - | - | - |
| | | | | | | |
| Total FY21 General Govt Positions | | | 12.50 | - | - | 0.50 |
| | | | | | | |
| GULF BREEZE FINANCIAL SERVICES/CAPITAL TRUST AGENCY | | | | | | |
| Executive Director | | 26 | 1.00 | | | |
| Senior Analyst and Compliance Officer (Senior Analyst) | 4761 | 14 | 1.00 | | | |
| Executive Assistant | 4700 | 14 | 1.00 | | | |
| | | | | | | |
| Total FY21 Gulf Breeze Financial Services/Capital Trust Agency Positions | | | 3.00 | - | - | - |
| | | | | | | |
| COMMUNITY SERVICES DEPARTMENT | | | | | | |
| Community Services Director | 2105 | 24 | 1.00 | | | |
| Neighborhood Service Coordinator/CRA | 2213 | 12 | 1.00 | | | |
| Code Enforcement Officer | 2210 | 10 | | 1.00 | | |
| Fire Inspector/Code Enforcement Officer | 2212 | 10 | 1.00 | | | |
| Community Services Senior Administrative Assistant | 2109 | 9 | 1.00 | | | |
| | | | | | | |
| Total FY21 Community Services Department Positions | | | 4.00 | 1.00 | - | - |
| | | | | | | |
| LAW ENFORCEMENT DEPARTMENT | | | | | | |
| Police Chief | 2107 | 26 | 1.00 | | | |
| Captain (Administration) | 8418 | 23 | 1.00 | | | |

| Department | Class | Pay Grade | Number of Full-Time Authorized Positions | Number of Part-Time Authorized Positions | Number of Seasonal Authorized Positions | Unfunded Positions |
|--|-------|-----------|--|--|---|--------------------|
| Captain (Operations) | 8418 | 23 | 1.00 | | | |
| IT Manager Police Department | 5551 | 14 | 1.00 | | | |
| Senior Administrative Assistant | 0637 | 9 | 1.00 | | | |
| Red Light Camera Clerk | 0637 | 9 | 1.00 | | | |
| Records Clerk | 5636 | 7 | 1.00 | | | |
| Total FY21 Positions | | | 7.00 | - | - | - |
| Shift Officers | | | | | | |
| Police Sergeant | | 18 | 4.00 | | | |
| Police Sergeant I | 6413 | | | | | |
| Police Sergeant II | 8416 | | | | | |
| Police Sergeant III | 8417 | | | | | |
| Patrol Officer | | 13 | 11.00 | | | |
| Patrol (Police Officer I) | 8411 | | | | | |
| Patrol (Police Officer II) | 8412 | | | | | |
| Patrol (Police Officer III) | 8413 | | | | | |
| Patrol (Part Time) (Added 1 more on 03/15/21 Res. 09-2021) | 8415 | | | 5.00 | | |
| School Resource Officer | 9653 | 13 | 3.00 | | | |
| Total FY21 Shift Officers Positions | | | 18.00 | 5.00 | - | - |
| Dispatch | | | | | | |
| Dispatcher Lead | 3661 | 11 | 1.00 | | | |
| Dispatcher | 3628 | 9 | 4.00 | | | |
| Dispatcher Part Time | 3629 | 9 | | 4.00 | | |
| Total FY21 Dispatch Positions | | | 5.00 | 4.00 | - | - |
| Total FY21 Law Enforcement Department Positions | | | 30.00 | 9.00 | - | - |

| Department | Class | Pay Grade | Number of Full-Time Authorized Positions | Number of Part-Time Authorized Positions | Number of Seasonal Authorized Positions | Unfunded Positions |
|---|-------|-----------|--|--|---|--------------------|
| PUBLIC WORKS DEPARTMENT | | | | | | |
| Public Works Director | 2106 | 26 | 1.00 | | | |
| Administrative Assistant | 4616 | 9 | 1.00 | | | |
| Total FY21 Positions | | | 2.00 | - | - | - |
| Development Services Division | | | | | | |
| Development Services Manager | 2202 | 22 | 1.00 | | | |
| Construction Supervisor | 5344 | 14 | 1.00 | | | |
| GIS Mapping Coordinator | 5550 | 15 | 1.00 | | | |
| Project Manager | 2215 | 20 | 2.00 | | | |
| Lift Station Technician/Electrician | 5347 | 15 | 1.00 | | | |
| Total FY21 Development Services Division Positions | | | 6.00 | - | - | - |
| Public Services Division | | | | | | |
| Public Services Manager | 6415 | 22 | 1.00 | | | |
| Natural Resources Management Supervisor | 6414 | 15 | 1.00 | | | |
| Utility Marketing/Customer Service Representative | 4630 | 15 | 1.00 | | | |
| Logistics Officer | 4618 | 13 | 1.00 | | | |
| Part-time Seasonal Technicians | | | | | 4.00 | |
| Total FY21 Public Services Division Positions | | | 4.00 | - | 4.00 | - |
| Customer Services Subdivision | | | | | | |
| Utility Billing Supervisor | 3135 | 14 | 1.00 | | | |
| UT Assistant Billing Supervisor | 4632 | 13 | 1.00 | | | |
| Customer Service Representative - UB | 4631 | 6 | 2.00 | | | |

| Department | Class | Pay Grade | Number of Full-Time Authorized Positions | Number of Part-Time Authorized Positions | Number of Seasonal Authorized Positions | Unfunded Positions |
|--|-------|-----------|--|--|---|--------------------|
| Utility Accounts Specialist | 3136 | 8 | 2.00 | | | |
| Utility Billing Specialist | 3138 | 8 | 1.00 | | | |
| Total FY21 Customer Services Subdivision Positions | | | 7.00 | - | - | - |
| Natural Gas Subdivision | | | | | | |
| Natural Gas Supervisor | 6749 | 15 | 1.00 | | | |
| Technician - Natural Gas | | | 11.00 | | | |
| Natural Gas Lead | 6748 | 13 | | | | |
| Technician III - Gas | 8849 | 9 | | | | |
| Technician II - Gas | 8847 | 7 | | | | |
| Technician I - Gas | 8845 | 5 | | | | |
| Total FY21 Natural Gas Subdivision Positions | | | 12.00 | - | - | - |
| Natural Resources Management Subdivision | | | | | | |
| Natural Resources Management Technicians | | | 4.00 | | | |
| Technician II - Natural Resources Management | | 7 | | | | |
| Technician I - Natural Resouces Management | | 5 | | | | |
| Total FY21 Natural Resources Management Subdivision Positions | | | 4.00 | - | - | - |
| Transfer Station - Solid Waste Subdivision | | | | | | |
| Technicians - Transfer Station | | | 1.00 | 3.00 | | |
| Technician III - Transfer Station | | 9 | | | | |
| Technician - Transfer Station | | 5 | | | | |
| Total FY21 Transfer Station - Solid Waste Subdivision Positions | | | 1.00 | 3.00 | - | - |
| Total FY21 Public Services Division Positions | | | 28.00 | 3.00 | 4.00 | - |

| Department | Class | Pay Grade | Number of Full-Time Authorized Positions | Number of Part-Time Authorized Positions | Number of Seasonal Authorized Positions | Unfunded Positions |
|---|-------|-----------|--|--|---|--------------------|
| Water/Sewer Service Operations Division | | | | | | |
| Utility Manager | 5346 | 22 | 1.00 | | | |
| Administrative Assistant | 4616 | 9 | 1.00 | | | |
| Total FY21 Positions | | | 2.00 | - | - | - |
| Field Ops Subdivision | | | | | | |
| Water and Sewer Superintendent | 5552 | 17 | 1.00 | | | |
| Water Distribution Supervisor | 8755 | 15 | 1.00 | | | |
| Water Plant Supervisor | 8746 | 15 | 1.00 | | | |
| Collections Systems Supervisor | 5352 | 15 | 1.00 | | | |
| Regulatory and Compliance Coordinator | 5351 | 15 | 1.00 | | | |
| Water Operator SSRUS | 8748 | 10 | 1.00 | | | |
| Technician - SSRUS | | | 13.00 | | | |
| Lead Technician SSRUS | 8850 | 13 | | | | |
| Technician III SSRUS | 8851 | 9 | | | | |
| Technician II SSRUS | 8848 | 7 | | | | |
| Technician I SSRUS | 8846 | 5 | | | | |
| Total FY21 Field Ops Subdivision Positions | | | 19.00 | - | - | - |
| Wastewater Treat Facility Subdivision | | | | | | |
| WWTP Superintendent | 2251 | 17 | 1.00 | | | |
| Waste Water Operator | | | 4.00 | | | |
| Waste Water Operator III | 8754 | 14 | | | | |
| Waste Water Operator II | 8753 | 12 | | | | |
| Waste Water Operator I | 8752 | 10 | | | | |
| WWTP Mechanic | 8747 | | 2.00 | | | - |
| Mechanic III | | 11 | | | | |

| Department | Class | Pay Grade | Number of Full-Time Authorized Positions | Number of Part-Time Authorized Positions | Number of Seasonal Authorized Positions | Unfunded Positions |
|---|-------|-----------|--|--|---|--------------------|
| Mechanic II | | 9 | | | | |
| Mechanic I | | 7 | | | | |
| Total FY21 Wastewater Treat Facility Subdivision Positions | | | 7.00 | - | - | - |
| | | | | | | |
| Total FY21 Water/Sewer Service Operations Division Positions | | | 28.00 | - | - | - |
| | | | | | | |
| Total FY21 Public Works Department Positions | | | 64.00 | 3.00 | 4.00 | - |
| | | | | | | |
| | | | | | | |
| PARK & RECREATION DEPARTMENT | | | | | | |
| Director of Parks & Recreation | 2108 | 24 | 1.00 | | | |
| Assistant Director of Parks & Recreation | 2110 | 20 | 1.00 | | | |
| Total FY21 Positions | | | 2.00 | - | - | - |
| | | | | | | |
| Parks Division | | | | | | |
| Parks Superintendent | 5738 | 16 | 1.00 | | | |
| Parks Supervisor | 5739 | 13 | 1.00 | | | |
| Service Worker - Parks | | | 4.00 | 2.00 | | |
| Service Worker II Parks | 8848 | 7 | | | | |
| Service Worker I Parks | 8846 | 4 | | | | |
| Boat Ramp Attendant | 2200 | 4 | | | 2.00 | |
| Total FY21 Parks Division Positions | | | 6.00 | 2.00 | 2.00 | - |
| | | | | | | |
| Recreation and Community Center | | | | | | |
| Facility Coordinator | 9652 | 10 | | | | 1.00 |
| Evening Supervisor | | 4 | | | | 1.00 |
| Facility Support Coordinator | | 4 | | | | 1.00 |

| Department | Class | Pay Grade | Number of Full-Time Authorized Positions | Number of Part-Time Authorized Positions | Number of Seasonal Authorized Positions | Unfunded Positions |
|---|-------|-----------|--|--|---|--------------------|
| Program Coordinator | 1500 | 10 | | | | 1.00 |
| Special Events Coordinator | 9650 | 11 | | | | 1.00 |
| Youth Sports Coordinator | 9651 | 10 | 1.00 | | | |
| Recreation Assistant - Facility/Customer Support | 5628 | 1 | | 8.00 | | |
| Recreation Assistant - After School/Summer Camp (Funded on 04/05/21 Council Meeting Res. 15-2021) | | | | | 28.00 | |
| Total FY21 Recreation and Community Center Positions | | | 1.00 | 8.00 | 28.00 | 5.00 |
| | | | | | | |
| Total FY21 Department of Parks & Recreation Positions | | | 9.00 | 10.00 | 2.00 | 5.00 |
| | | | | | | |
| Grand Total | | | 122.50 | 23.00 | 6.00 | 5.50 |