

RESOLUTION NO. 44-2022

A RESOLUTION OF THE CITY OF GULF BREEZE, FLORIDA TO ADOPT A REVISED SCHEDULE OF AUTHORIZED POSITIONS FOR FISCAL YEAR 2023; PROVIDING FOR REPEAL OF CONFLICTING SCHEDULES; AND PROVIDING FOR AN EFFECTIVE DATE

WHEREAS, at its regular meeting on September 19, 2022, the City Council of the City of Gulf Breeze approved and adopted the City’s Fiscal Year (FY) 2023 comprehensive budget; and

WHEREAS, the adopted budget includes staff salaries for FY 2023 for the positions; and

WHEREAS, on September 19, 2022, the City Council adopted Resolution No. 38-2022, approving a Schedule of Authorized Positions for FY 2023; and

WHEREAS, on November 7, 2022, the City Council authorized the funding of one police officer position through the second quarter of this fiscal year; and,

WHEREAS, on November 7, 2022, the City Council authorized the increase of classification grade for Natural Gas Supervisor from 15 to 17; and,

WHEREAS, the City desires to amend the Schedule of Authorized Positions for Fiscal Year 2023 to reflect the changes in authorized positions recited herein.

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 for FY2023 by authorizing the funding of one police officer position through the second quarter of this fiscal year and increasing of classification grade for Natural Gas Supervisor from 15 to 17, attached hereto as **Exhibit “A”**.

SECTION 3. REPEAL OF CONFLICTING PROVISIONS

All schedules or parts thereof of the City that conflict with the provisions herein contained are, to the extent of such conflict, hereby superseded and repealed.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 7th DAY OF NOVEMBER, 2022.



ATTEST

By: Leslie A. Guyer
Leslie A. Guyer, CMC, City Clerk

CITY OF GULF BREEZE, FLORIDA

By: Cherry Fitch
Cherry Fitch, Mayor

| 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 2023 | | | |
| GENERAL GOVERNMENT | | | | | | |
| City Manager | 1101 | 30 | 1.00 | | | |
| Total FY23 Positions | | | 1.00 | - | - | - |
| City Clerk Department | | | | | | |
| City Clerk | 2104 | 22 | 1.00 | | | |
| Senior Administrative Assistant to the City Clerk | 4617 | 10 | 1.00 | | | |
| Total FY23 City Clerk Department Positions | | | 2.00 | - | - | - |
| Technology and Innovation Department | | | | | | |
| Technology and Innovation Director | 5553 | 24 | 1.00 | | | |
| Total FY23 Technology and Innovation Department Positions | | | 1.00 | - | - | - |
| Administrative Services Department | | | | | | |
| Administrative Services Director | 2111 | 26 | 1.00 | | | |
| Personnel Generalist | 0004 | 13 | 1.00 | | | |
| Senior Administrative Assistant | 4617 | 9 | 1.00 | | | |
| Total FY23 Administrative Services Department Positions | | | 3.00 | - | - | - |
| 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 | | | |
| Administrative Assistant | 4616 | 9 | 1.00 | | | |
| Total FY23 Finance Department Positions | | | 6.00 | - | - | - |
| Total FY23 General Govt Positions | | | 13.00 | - | - | - |

| Department | Class | Pay Grade | Number of Full-Time Authorized Positions | Number of Part-Time Authorized Positions | Number of Seasonal Authorized Positions | Unfunded Positions |
|---|-------|-----------|--|--|---|--------------------|
| GULF BREEZE FINANCIAL SERVICES/CAPITAL TRUST AGENCY | | | | | | |
| Executive Director | 4762 | 26 | 1.00 | | | |
| Senior Analyst and Compliance Officer (Senior Analyst) | 4761 | 14 | 1.00 | | | |
| Executive Assistant | 4700 | 14 | 1.00 | | | |
| Total FY23 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 | 1.00 | | |
| Community Services Senior Administrative Assistant | 2109 | 9 | 1.00 | | | |
| Total FY23 Community Services Department Positions | | | 4.00 | 1.00 | - | - |
| LAW ENFORCEMENT DEPARTMENT | | | | | | |
| Police Chief | 2107 | 26 | 1.00 | | | |
| Captain (Administration) | 8418 | 23 | 1.00 | | | |
| Captain (Operations) | 8418 | 23 | 1.00 | | | |
| IT Manager Police Department Part-Time | 5551 | 14 | - | 1.00 | | |
| Senior Administrative Assistant | 0637 | 9 | 1.00 | | | |
| Administrative Assistant | 0637 | 9 | 1.00 | | | |
| Fire Marshal | 7704 | 15 | 1.00 | | | |
| Total FY23 Positions | | | 6.00 | 1.00 | - | - |
| Shift Officers | | | | | | |
| Police Sergeant | | 18 | 4.00 | | | |
| Police Sergeant I | 6413 | | | | | |
| Police Sergeant II | 8416 | | | | | |
| Police Sergeant III | 8417 | | | | | |
| Patrol Officer Res #44-2022 Add 1 P.O through 2nd qtr | | 13 | 14.00 | | | |
| Patrol (Police Officer I) | 8411 | | | | | |

| Department | Class | Pay Grade | Number of Full-Time Authorized Positions | Number of Part-Time Authorized Positions | Number of Seasonal Authorized Positions | Unfunded Positions |
|---|-------|-----------|--|--|---|--------------------|
| Patrol (Police Officer II) | 8412 | | | | | |
| Patrol (Police Officer III) | 8413 | | | | | |
| Patrol (Part Time) | 8415 | | | 5.00 | | |
| School Resource Officer | 9653 | 13 | 3.00 | | | |
| Total FY23 Shift Officers Positions | | | 21.00 | 5.00 | - | - |
| Dispatch | | | | | | |
| Dispatcher Lead | 3661 | 11 | 1.00 | | | |
| Dispatcher | 3628 | 9 | 4.00 | | | |
| Dispatcher Part Time | 3629 | 9 | | 4.00 | | |
| Total FY23 Dispatch Positions | | | 5.00 | 4.00 | - | - |
| Total FY23 Law Enforcement Department Positions | | | 32.00 | 10.00 | - | - |
| PUBLIC WORKS DEPARTMENT | | | | | | |
| Public Works Director | 2106 | 26 | 1.00 | | | |
| Administrative Assistant | 4616 | 9 | 1.00 | | | |
| Total FY23 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 | | | |
| Custodian | 0007 | 4 | 1.00 | | | |
| Total FY23 Development Services Division Positions | | | 6.00 | - | - | - |

| Department | Class | Pay Grade | Number of Full-Time Authorized Positions | Number of Part-Time Authorized Positions | Number of Seasonal Authorized Positions | Unfunded Positions |
|---|-------|-----------|--|--|---|--------------------|
| Public Services Division | | | | | | |
| Public Services Manager | 6415 | 22 | 1.00 | | | |
| Public Works Communications Officer | 4630 | 15 | 1.00 | | | |
| Logistics Officer | 4618 | 13 | 1.00 | | | |
| Seasonal Technicians | | | | | 4.00 | |
| Total FY23 Public Services Division Positions | | | 3.00 | - | 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 | | | |
| Utility Accounts Specialist | 3136 | 8 | 2.00 | | | |
| Utility Billing Specialist | 3138 | 8 | 1.00 | | | |
| Total FY23 Customer Services Subdivision Positions | | | 7.00 | - | - | - |
| Natural Gas Subdivision | | | | | | |
| Natural Gas Supervisor Res #44-2022 Change Grade from 15 to 17 | 6749 | 17 | 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 FY23 Natural Gas Subdivision Positions | | | 12.00 | - | - | - |
| Natural Resources Management Subdivision | | | | | | |
| Natural Resources Management Supervisor | 6414 | 15 | 1.00 | | | |
| Natural Resources Management Technicians | | | 8.00 | 1.00 | | |
| Technician III - Natural Resources Management | 8863 | 9 | | | | |
| Technician II - Natural Resources Management | 8860 | 7 | | | | |
| Technician I - Natural Resources Management | 8859 | 5 | | | | |
| Total FY23 Natural Resources Management Subdivision Positions | | | 9.00 | 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 |
|--|-------|-----------|--|--|---|--------------------|
| Transfer Station - Solid Waste Subdivision | | | | | | |
| Technicians - Transfer Station | | | 1.00 | 3.00 | | |
| Technician III - Transfer Station | 8865 | 9 | | | | |
| Technician - Transfer Station | 8862 | 5 | | | | |
| Total FY23 Transfer Station - Solid Waste Subdivision Positions | | | 1.00 | 3.00 | - | - |
| Total FY23 Public Services Division Positions | | | 40.00 | 4.00 | 4.00 | - |
| Water/Sewer Service Operations Division | | | | | | |
| Utility Manager | 5346 | 22 | 1.00 | | | |
| Administrative Assistant | 4616 | 9 | 1.00 | | | |
| Total FY23 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 Supervisor | 5351 | 15 | 1.00 | | | |
| Water Operator GBRWS | 8748 | 10 | 1.00 | | | |
| Technician - GBRWS | | | 14.00 | | | |
| Lead Technician GBRWS | 8861 | 13 | | | | |
| Technician III GBRWS | 8858 | 9 | | | | |
| Technician II GBRWS | 8857 | 7 | | | | |
| Technician I GBRWS | 8856 | 5 | | | | |
| Lift Station Technician/Electrician | 5347 | 15 | 1.00 | | | |
| Full-time Seasonal Technicians | | 9 | | | 2.00 | |
| Total FY23 Field Ops Subdivision Positions | | | 21.00 | - | 2.00 | - |
| Wastewater Treat Facility Subdivision | | | | | | |
| WWTP Superintendent | 2251 | 17 | 1.00 | | | |
| Waste Water Operator | | | 4.00 | | | |
| Waste Water Operator III | 8754 | 14 | | | | |

| Department | Class | Pay Grade | Number of Full-Time Authorized Positions | Number of Part-Time Authorized Positions | Number of Seasonal Authorized Positions | Unfunded Positions |
|---|-----------------|-----------|--|--|---|--------------------|
| Waste Water Operator II | 8753 | 12 | | | | |
| Waste Water Operator I | 8752 | 10 | | | | |
| WWTP Mechanic | 8747 | | 2.00 | | | - |
| Mechanic III | | 11 | | | | |
| Mechanic II | | 9 | | | | |
| Mechanic I | | 7 | | | | |
| | | | | | | |
| Total FY23 Wastewater Treat Facility Subdivision Positions | | | 7.00 | - | - | - |
| | | | | | | |
| Total FY23 Water/Sewer Service Operations Division Positions | | | 30.00 | - | 2.00 | - |
| | | | | | | |
| Total FY23 Public Works Department Positions | | | 70.00 | 3.00 | 6.00 | - |
| | | | | | | |
| | | | | | | |
| PARK & RECREATION DEPARTMENT | | | | | | |
| Director of Parks & Recreation | 2108 | 24 | 1.00 | | | |
| Total FY23 Positions | | | 1.00 | - | - | - |
| | | | | | | |
| Parks Division | | | | | | |
| Parks Manager | 5739 | 15 | 1.00 | | | |
| <i>Service Worker - Parks</i> | | | 6.00 | 2.00 | | |
| Service Worker III Parks | (To be created) | 9 | | | | |
| Service Worker II Parks | 8843 | 7 | | | | |
| Service Worker I Parks | 8841 | 4 | | | | |
| Boat Ramp Attendant | 2200 | 4 | | | 2.00 | |
| Total FY23 Parks Division Positions | | | 7.00 | 2.00 | 2.00 | - |
| | | | | | | |
| Recreation and Community Center | | | | | | |
| Recreation Manager | 9652 | 15 | 1.00 | | | - |
| Facility Manager | 9652 | 11 | 1.00 | | | - |
| Recreation Coordinator | 0005 | 10 | 1.00 | | | - |
| Recreation Program Coordinator | 1500 | 11 | 1.00 | | | - |
| Rec & Tourism Coordinator | 9650 | 12 | 1.00 | | | - |
| Youth Sports Coordinator | 9651 | 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 |
|--|-------|-----------|--|--|---|--------------------|
| Recreation Assistant - Facility/Customer Support | 5628 | 1 | | 8.00 | | |
| Recreation Assistant - After School | 5627 | 1 | | 10.00 | | |
| Recreation Assistant - Summer Camp | 5627 | 1 | | | 28.00 | |
| Custodian/Parks | 0007 | 4 | 1.00 | | | |
| Total FY23 Recreation and Community Center Positions | | | 7.00 | 18.00 | 28.00 | - |
| | | | | | | |
| Total FY23 Department of Parks & Recreation Positions | | | 15.00 | 20.00 | 30.00 | - |
| | | | | | | |
| Grand Total | | | 137.00 | 34.00 | 36.00 | - |