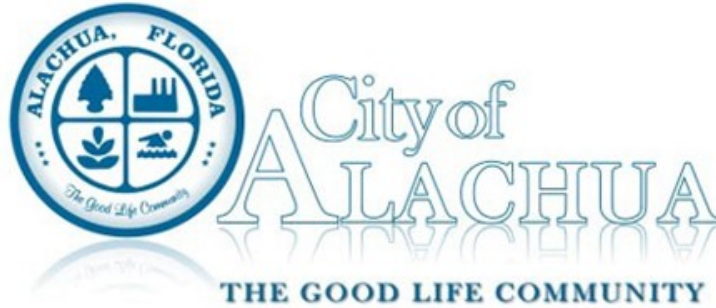




Mayor Gib Coerper

Vice Mayor Edward Potts

Commissioner Shirley Green Brown

Commissioner Jennifer Ringersen

Commissioner Dayna Williams

City Manager Mike DaRoza

City Attorney Marian Rush

The City Commission will conduct a
Regular City Commission Meeting
At 6:00 PM

to address the item(s) below.

Meeting Date: October 21, 2024

Meeting Location: James A. Lewis City Commission Chambers
15100 NW 142 Terrace
Alachua, FL 32615

City Commission Meeting

Notice given pursuant to Section 286.0105, Florida Statutes. In order to appeal any decision made at this meeting, you will need a verbatim record of the proceedings. It will be your responsibility to ensure such a record is made.

CALL TO ORDER

INVOCATION

PLEDGE TO THE FLAG

APPROVAL OF THE AGENDA

APPROVE READING OF PROPOSED ORDINANCES AND RESOLUTIONS BY TITLE ONLY

I. SPECIAL PRESENTATIONS

II. COMMENTS FROM CITIZENS ON SUBJECTS NOT ON THE AGENDA

(Please Limit to 3 Minutes. Any citizen who is unable to speak at this time will have an opportunity to speak at the end of the meeting)

III. COMMITTEE REPORTS/COMMITTEE APPOINTMENTS/CITY ANNOUNCEMENTS

IV. PUBLIC HEARINGS AND ORDINANCES

(Presentations, other than the applicant, please limit to 3 Minutes)

V. AGENDA ITEMS

A) FISCAL YEAR 2025 COMPENSATION PLAN

VI. COMMENTS FROM CITIZENS ON SUBJECTS NOT ON THE AGENDA

(Please Limit to 3 Minutes. Any citizen who did not speak during the Citizen Comments period at the beginning of the meeting may do so at this time.)

VII. COMMENTS FROM CITY MANAGER AND CITY ATTORNEY

VIII. COMMISSION COMMENTS/DISCUSSION

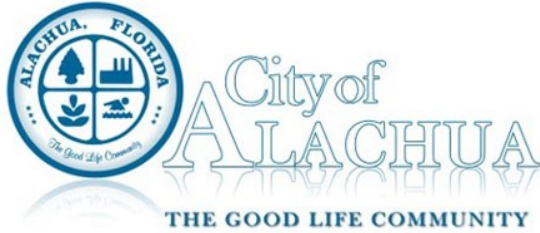
ADJOURN

CONSENT AGENDA

Consent Agenda items represent routine City operations and business. These items are approved at the beginning of the Regular City Commission meeting upon approval of the meeting agenda.

A) FY 2025 PURCHASE OF POLICE VEHICLES

B) APPROVE MEETING MINUTES



Commission Agenda Item

MEETING DATE: October 21, 2024

SUBJECT: Fiscal Year 2025 Compensation Plan

PREPARED BY: Tara Malone, Human Resources Director

RECOMMENDED ACTION:

Approve the Proposed Fiscal Year 2025 Compensation Plan.

Summary

The Compensation Plan is a complete inventory of all positions in the City with accompanying pay ranges. Each year, as part of the budget process, the Compensation Plan is evaluated and updated to ensure that every position is accurately identified with commensurate pay ranges, as it is fiscally able to do so. The Human Resources department is responsible for the proper and continuous maintenance of the Compensation Plan. Establishing and maintaining an effective and efficient compensation plan will assist in recruitment and retention efforts, while promoting careers within the organization.

This year's compensation review focused on revised Federal requirements for exemption status and the addition of new positions. The proposed FY2025 Compensation Plan includes eleven (11) position reclassifications from exempt to non-exempt under the Department of Fair Labor Standards Act (FLSA). Those positions are: Accountant, Assistant to the City Manager, Community Redevelopment Coordinator, Compliance and Risk Management Coordinator, Deputy City Clerk, Events Coordinator, Grants Specialist, Human Resources Generalist, Project Coordinator, Public Services Coordinator and Purchasing Coordinator. Additionally, the minimum salary of nine (9) positions must be increased in order to meet the minimum salary threshold set by the FLSA for exemption status. Those positions are: Accounting Manager, Contracts Manager, Planner, Public Information Officer, Recreation and Culture Assistant Director, Safety Specialist, Senior Accountant, Utility Billing Manager and Warehouse Manager. Three (3) new position titles were added to the plan: Construction Manager, Information Technology Security Coordinator and Purchasing Manager. These new position titles address current needs and provide for upward mobility and future growth within the organization.

The fiscal impact across all funds is approximately \$22,062 in wages. The approved FY2024 Compensation Plan has been provided for reference, along with the proposed FY2025 Compensation Plan. Additional positions, new FLSA status and pay ranges are delineated by blue text, while those being removed are represented by red text on the proposed FY2025 Compensation Plan.

FINANCIAL IMPACT

Implementation of the proposed compensation plan will result in a wage increase of approximately \$22,062 across all funds.

ADDITIONAL FINANCIAL INFORMATION

COMMISSION GOALS

ATTACHMENTS

1. FY24 Compensation Plan_APPROVED_2023-09-25
2. FY25 Compensation Plan_PROPOSED_2024-10-16

**APPROVED
COMPENSATION PLAN
Fiscal Year 2024**

Position Title	FLSA Status	Minimum	Maximum
Accountant	Exempt	\$ 45,739.00	\$ 67,464.00
Accounting Manager	Exempt	\$ 56,243.00	\$ 86,243.00
Accounts Payable Specialist	Non-exempt	\$ 19.11	\$ 27.96
Administrative Services Manager	Exempt	\$ 64,230.00	\$ 87,430.00
Assistant City Manager	Exempt	\$ 94,245.00	\$ 138,245.00
Assistant to the City Manager	Exempt	\$ 52,000.00	\$ 69,555.00
Building Assistant I	Non-exempt	\$ 18.63	\$ 26.44
Building Assistant II	Non-exempt	\$ 20.31	\$ 29.83
Building Inspector I	Non-exempt	\$ 24.88	\$ 36.91
Building Inspector II	Non-exempt	\$ 26.80	\$ 39.89
Building Official	Exempt	\$ 71,240.00	\$ 97,240.00
Cashier/Customer Service Representative I	Non-exempt	\$ 18.50	\$ 25.00
Cashier/Customer Service Representative II	Non-exempt	\$ 18.87	\$ 26.00
Cashier/Customer Service Team Lead	Non-exempt	\$ 19.35	\$ 28.37
Chief of Police	Exempt	\$ 108,500.00	\$ 149,500.00
Chief of Police, Assistant	Non-exempt	\$ 20.79	\$ 30.57
City Manager	Exempt	\$ 147,035.00	\$ 224,475.00
Code Enforcement Officer	Non-exempt	\$ 26.56	\$ 39.51
Communications and Exec Project Mgr	Exempt	\$ 82,742.00	\$ 120,992.00
Communications Operator I	Non-exempt	\$ 19.43	\$ 26.67
Communications Operator II	Non-exempt	\$ 21.37	\$ 28.94
Communications Operator Trainee	Non-exempt	\$ 17.66	N/A
Communications Supervisor	Non-exempt	\$ 22.23	\$ 32.81
Community Redevelopment Agency Coordinator	Exempt	\$ 51,751.00	\$ 72,226.00
Compliance and Risk Management Assistant Director	Exempt	\$ 80,000.00	\$ 120,000.00
Compliance and Risk Management Coordinator	Exempt	\$ 47,736.00	\$ 66,240.00
Compliance and Risk Management Director	Exempt	\$ 80,746.00	\$ 125,446.00
Compliance and Risk Management Specialist	Non-exempt	\$ 20.38	\$ 27.89
Contracts Manager	Exempt	\$ 56,243.00	\$ 78,743.00
Deputy City Clerk	Exempt	\$ 58,240.00	\$ 89,440.00
Deputy City Clerk, Assistant	Non-exempt	\$ 20.79	\$ 30.57
Distribution/Collections Crew Leader	Non-exempt	\$ 21.99	\$ 32.44
Distribution/Collections Supervisor	Exempt	\$ 62,234.00	\$ 90,234.00
Distribution/Collections Technician	Non-exempt	\$ 19.11	\$ 28.77
Distribution/Collections Technician Apprentice	Non-exempt	\$ 16.00	N/A
Economic Development Manager	Exempt	\$ 66,248.00	\$ 95,648.00
Electric Line Crew Foreman	Non-exempt	\$ 39.54	\$ 54.98
Electric Line Worker Apprentice	Non-exempt	\$ 20.55	N/A
Electric Line Worker I	Non-exempt	\$ 26.32	\$ 33.76
Electric Line Worker II	Non-exempt	\$ 29.68	\$ 38.17
Electric Line Worker III	Non-exempt	\$ 34.49	\$ 44.48
Electric Line Worker Trainee	Non-exempt	\$ 18.38	N/A
Electric System Planner	Non-exempt	\$ 32.09	\$ 52.50

Approved by City Commission 09/25/2023

**APPROVED
COMPENSATION PLAN
Fiscal Year 2024**

Position Title	FLSA Status	Minimum	Maximum
Electric System Supervisor	Exempt	\$ 87,235.00	\$ 119,635.00
Electrical Engineer	Exempt	\$ 71,240.00	\$ 103,090.00
Engineer I	Exempt	\$ 59,738.00	\$ 83,813.00
Engineer II	Exempt	\$ 64,750.00	\$ 91,075.00
Engineering Supervisor	Exempt	\$ 67,246.00	\$ 103,846.00
Engineering Technician	Non-exempt	\$ 19.59	\$ 27.05
Engineering Technician, Lead	Non-exempt	\$ 24.88	\$ 34.72
Events Coordinator	Exempt	\$ 52,250.00	\$ 75,250.00
Executive Assistant	Non-exempt	\$ 21.75	\$ 30.19
Facilities Custodial Worker	Non-exempt	\$ 16.00	\$ 23.52
Facilities Maintenance Manager	Non-exempt	\$ 27.76	\$ 42.62
Facilities Maintenance Supervisor	Non-exempt	\$ 23.43	\$ 34.67
Facilities Maintenance Technician	Non-exempt	\$ 18.38	\$ 26.85
Facilities Maintenance Worker	Non-exempt	\$ 16.00	\$ 24.74
Finance and Administrative Services Director	Exempt	\$ 90,750.00	\$ 133,000.00
Grants Specialist	Exempt	\$ 55,245.00	\$ 77,295.00
Human Resources Director	Exempt	\$ 81,245.00	\$ 118,745.00
Human Resources Generalist	Exempt	\$ 46,239.00	\$ 68,241.00
Human Resources Manager	Exempt	\$ 65,250.00	\$ 109,750.00
Information Technology Generalist	Non-exempt	\$ 25.36	\$ 36.53
Information Technology Manager	Exempt	\$ 75,234.00	\$ 109,734.00
Information Technology Project Coordinator	Non-exempt	\$ 28.90	\$ 41.85
Information Technology Specialist	Non-exempt	\$ 23.19	\$ 33.29
Instrument and Control Technician	Non-exempt	\$ 23.91	\$ 35.42
Meter Technician Crew Foreman	Non-exempt	\$ 21.07	\$ 30.72
Meter Technician I	Non-exempt	\$ 17.42	\$ 23.91
Meter Technician II	Non-exempt	\$ 20.07	\$ 27.75
Meter Technician Supervisor	Non-exempt	\$ 23.43	\$ 34.67
Planner	Exempt	\$ 56,243.00	\$ 78,743.00
Planning and Community Development Director	Exempt	\$ 81,245.00	\$ 118,745.00
Planning Assistant	Non-exempt	\$ 17.18	\$ 24.98
Planning Technician	Non-exempt	\$ 19.83	\$ 29.08
Police Captain	Exempt	\$ 88,500.00	\$ 126,000.00
Police Lieutenant	Non-exempt	\$ 32.93	\$ 45.69
Police Officer	Non-exempt	\$ 22.84	\$ 39.66
Police Officer Recruit	Non-exempt	\$ 16.00	N/A
Police Records Specialist	Non-exempt	\$ 18.14	\$ 26.47
Police Sergeant	Non-exempt	\$ 27.89	\$ 42.19
Principal Planner	Exempt	\$ 66,747.00	\$ 93,972.00
Project Coordinator	Exempt	\$ 51,750.00	\$ 74,500.00
Property/Evidence Specialist	Non-exempt	\$ 19.00	\$ 27.80
Public Information Officer	Exempt	\$ 48,500.00	\$ 89,500.00
Public Services Assistant Director	Exempt	\$ 86,237.00	\$ 126,237.00

Approved by City Commission 09/25/2023

**APPROVED
COMPENSATION PLAN
Fiscal Year 2024**

<u>Position Title</u>	<u>FLSA Status</u>	<u>Minimum</u>	<u>Maximum</u>
Public Services Coordinator	Exempt	\$ 44,221.00	\$ 58,598.00
Public Services Director	Exempt	\$ 90,750.00	\$ 133,000.00
Public Services Project Manager	Exempt	\$ 61,235.00	\$ 91,485.00
Public Services Technician	Non-exempt	\$ 16.94	\$ 24.61
Public Works Crew Leader	Non-exempt	\$ 20.55	\$ 30.20
Public Works Supervisor	Non-exempt	\$ 28.00	\$ 41.75
Public Works Technician I	Non-exempt	\$ 16.00	\$ 23.84
Public Works Technician II	Non-exempt	\$ 19.42	\$ 25.91
Purchasing Coordinator	Exempt	\$ 44,264.00	\$ 71,680.00
Receptionist	Non-exempt	\$ 16.00	\$ 22.13
Recreation and Culture Assistant Director	Exempt	\$ 57,741.00	\$ 80,916.00
Recreation and Culture Director	Exempt	\$ 87,735.00	\$ 124,410.00
Recreation Assistant I	Non-exempt	\$ 16.00	\$ 23.84
Recreation Assistant II	Non-exempt	\$ 19.00	\$ 25.27
Recreation Crew Leader	Non-exempt	\$ 20.07	\$ 27.75
Safety Specialist	Exempt	\$ 57,741.00	\$ 80,916.00
Senior Accountant	Exempt	\$ 57,242.00	\$ 82,742.00
Staff Assistant	Non-exempt	\$ 18.38	\$ 26.08
Utility Billing Assistant	Non-exempt	\$ 19.35	\$ 27.52
Utility Billing Manager	Exempt	\$ 57,741.00	\$ 80,916.00
Utility Billing Supervisor	Non-exempt	\$ 21.51	\$ 30.76
Utility Line Locator	Non-exempt	\$ 19.35	\$ 28.34
Warehouse Assistant	Non-exempt	\$ 18.38	\$ 26.08
Warehouse Manager	Exempt	\$ 50,000.00	\$ 72,500.00
Wastewater System Supervisor	Exempt	\$ 66,248.00	\$ 96,248.00
Wastewater Treatment Plant Operator Apprentice	Non-exempt	\$ 17.42	N/A
Wastewater Treatment Plant Operator I	Non-exempt	\$ 19.83	\$ 29.08
Wastewater Treatment Plant Operator II	Non-exempt	\$ 22.47	\$ 33.18
Wastewater Treatment Plant Operator III	Non-exempt	\$ 24.15	\$ 35.79
Water System Supervisor	Non-exempt	\$ 29.44	\$ 45.31
Water Treatment Plant Operator Apprentice	Non-exempt	\$ 17.42	N/A
Water Treatment Plant Operator I	Non-exempt	\$ 19.83	\$ 29.08
Water Treatment Plant Operator II	Non-exempt	\$ 22.47	\$ 33.18
Water Treatment Plant Operator III	Non-exempt	\$ 24.15	\$ 35.79

Approved by City Commission 09/25/2023

**PROPOSED
COMPENSATION PLAN
Fiscal Year 2025**

Position Title	FLSA Status	Current Minimum	Proposed Minimum	Current Maximum	Proposed Maximum
Accountant	Non-exempt	\$ 45,739.00	\$ 21.99	\$ 67,464.00	\$ 32.44
Accounting Manager	Exempt	\$ 56,243.00	\$ 61,589.00	\$ 86,243.00	\$ 91,589.00
Accounts Payable Specialist	Non-exempt	\$ 19.11		\$ 27.96	
Administrative Services Manager	Exempt	\$ 64,230.00		\$ 87,430.00	
Assistant City Manager	Exempt	\$ 94,245.00		\$ 138,245.00	
Assistant to the City Manager	Non-exempt	\$ 52,000.00	\$ 25.00	\$ 69,555.00	\$ 33.44
Building Assistant I	Non-exempt	\$ 18.63		\$ 26.44	
Building Assistant II	Non-exempt	\$ 20.31		\$ 29.83	
Building Inspector I	Non-exempt	\$ 24.88		\$ 36.91	
Building Inspector II	Non-exempt	\$ 26.80		\$ 39.89	
Building Official	Exempt	\$ 71,240.00		\$ 97,240.00	
Cashier/Customer Service Representative I	Non-exempt	\$ 18.50		\$ 25.00	
Cashier/Customer Service Representative II	Non-exempt	\$ 18.87	\$ 19.43	\$ 26.00	\$ 26.56
Cashier/Customer Service Team Lead	Non-exempt	\$ 19.35	\$ 20.40	\$ 28.37	\$ 29.42
Chief of Police	Exempt	\$ 108,500.00		\$ 149,500.00	
Chief of Police, Assistant	Non-exempt	\$ 20.79		\$ 30.57	
City Manager	Exempt	\$ 147,035.00		\$ 224,475.00	
Code Enforcement Officer	Non-exempt	\$ 26.56		\$ 39.51	
Communications and Executive Project Manager	Exempt	\$ 82,742.00		\$ 120,992.00	
Communications Operator I	Non-exempt	\$ 19.43		\$ 26.67	
Communications Operator II	Non-exempt	\$ 21.37		\$ 28.94	
Communications Operator Trainee	Non-exempt	\$ 17.66		N/A	
Communications Supervisor	Non-exempt	\$ 22.23		\$ 32.81	
Community Redevelopment Agency Coordinator	Non-exempt	\$ 51,751.00	\$ 24.88	\$ 72,226.00	\$ 34.73
Compliance and Risk Management Assistant Director	Exempt	\$ 80,000.00		\$ 120,000.00	
Compliance and Risk Management Coordinator	Non-exempt	\$ 47,736.00	\$ 22.95	\$ 66,240.00	\$ 31.85
Compliance and Risk Management Director	Exempt	\$ 80,746.00		\$ 125,446.00	
Compliance and Risk Management Specialist	Non-exempt	\$ 20.38		\$ 27.89	
Contracts Manager	Exempt	\$ 56,243.00	\$ 58,656.00	\$ 78,743.00	\$ 81,156.00
Construction Manager	Exempt		\$ 58,656.00		\$ 88,906.00
Deputy City Clerk	Non-exempt	\$ 58,240.00	\$ 28.00	\$ 89,440.00	\$ 43.00
Deputy City Clerk, Assistant	Non-exempt	\$ 20.79		\$ 30.57	
Distribution/Collections Crew Leader	Non-exempt	\$ 21.99		\$ 32.44	
Distribution/Collections Supervisor	Exempt	\$ 62,234.00		\$ 90,234.00	
Distribution/Collections Technician	Non-exempt	\$ 19.11		\$ 28.77	
Distribution/Collections Technician Apprentice	Non-exempt	\$ 16.00		N/A	
Economic Development Manager	Exempt	\$ 66,248.00		\$ 95,648.00	
Electric Line Crew Foreman	Non-exempt	\$ 39.54		\$ 54.98	
Electric Line Worker Apprentice	Non-exempt	\$ 20.55		N/A	
Electric Line Worker I	Non-exempt	\$ 26.32		\$ 33.76	
Electric Line Worker II	Non-exempt	\$ 29.68		\$ 38.17	
Electric Line Worker III	Non-exempt	\$ 34.49		\$ 44.48	

PROPOSED TO CC ON 10/21/2024

**PROPOSED
COMPENSATION PLAN
Fiscal Year 2025**

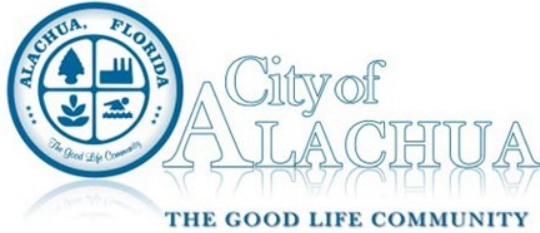
Position Title	FLSA Status	Current Minimum	Proposed Minimum	Current Maximum	Proposed Maximum
Electric Line Worker Trainee	Non-exempt	\$ 18.38		N/A	
Electric System Planner	Non-exempt	\$ 32.09		\$ 52.50	
Electric System Supervisor	Exempt	\$ 87,235.00		\$ 119,635.00	
Electrical Engineer	Exempt	\$ 71,240.00		\$ 103,090.00	
Engineer I	Exempt	\$ 59,738.00		\$ 83,813.00	
Engineer II	Exempt	\$ 64,750.00		\$ 91,075.00	
Engineering Supervisor	Exempt	\$ 67,246.00		\$ 103,846.00	
Engineering Technician	Non-exempt	\$ 19.59		\$ 27.05	
Engineering Technician, Lead	Non-exempt	\$ 24.88		\$ 34.72	
Events Coordinator	Non-exempt	\$ 52,250.00	\$ 25.12	\$ 75,250.00	\$ 36.18
Executive Assistant	Non-exempt	\$ 21.75		\$ 30.19	
Facilities Custodial Worker	Non-exempt	\$ 16.00		\$ 23.52	
Facilities Maintenance Manager	Non-exempt	\$ 27.76		\$ 42.62	
Facilities Maintenance Supervisor	Non-exempt	\$ 23.43		\$ 34.67	
Facilities Maintenance Technician	Non-exempt	\$ 18.38		\$ 26.85	
Facilities Maintenance Worker	Non-exempt	\$ 16.00		\$ 24.74	
Finance and Administrative Services Director	Exempt	\$ 90,750.00		\$ 133,000.00	
Grants Specialist	Non-exempt	\$ 55,245.00	\$ 26.57	\$ 77,295.00	\$ 37.16
Human Resources Director	Exempt	\$ 81,245.00		\$ 118,745.00	
Human Resources Generalist	Non-exempt	\$ 46,239.00	\$ 22.23	\$ 68,241.00	\$ 32.81
Human Resources Manager	Exempt	\$ 65,250.00		\$ 109,750.00	
Information Technology Generalist	Non-exempt	\$ 25.36		\$ 36.53	
Information Technology Manager	Exempt	\$ 75,234.00		\$ 109,734.00	
Information Technology Project Coordinator	Non-exempt	\$ 28.90		\$ 41.85	
Information Technology Security Coordinator	Non-exempt		\$ 28.90		\$ 41.85
Information Technology Specialist	Non-exempt	\$ 23.19		\$ 33.29	
Instrument and Control Technician	Non-exempt	\$ 23.91		\$ 35.42	
Meter Technician Crew Foreman	Non-exempt	\$ 21.07		\$ 30.72	
Meter Technician I	Non-exempt	\$ 17.42		\$ 23.91	
Meter Technician II	Non-exempt	\$ 20.07		\$ 27.75	
Meter Technician Supervisor	Non-exempt	\$ 23.43		\$ 34.67	
Planner	Exempt	\$ 56,243.00	\$ 58,656.00	\$ 78,743.00	\$ 81,156.00
Planning and Community Development Director	Exempt	\$ 81,245.00		\$ 118,745.00	
Planning Assistant	Non-exempt	\$ 17.18		\$ 24.98	
Planning Technician	Non-exempt	\$ 19.83		\$ 29.08	
Police Captain	Exempt	\$ 88,500.00		\$ 126,000.00	
Police Lieutenant	Non-exempt	\$ 32.93		\$ 45.69	
Police Officer	Non-exempt	\$ 22.84		\$ 39.66	
Police Officer Recruit	Non-exempt	\$ 16.00	\$ 18.00	N/A	
Police Records Specialist	Non-exempt	\$ 18.14		\$ 26.47	
Police Sergeant	Non-exempt	\$ 27.89		\$ 42.19	
Principal Planner	Exempt	\$ 66,747.00		\$ 93,972.00	

PROPOSED TO CC ON 10/21/2024

**PROPOSED
COMPENSATION PLAN
Fiscal Year 2025**

Position Title	FLSA Status	Current Minimum	Proposed Minimum	Current Maximum	Proposed Maximum
Project Coordinator	Non-exempt	\$ 51,750.00	\$ 24.88	\$ 74,500.00	\$ 35.82
Property/Evidence Specialist	Non-exempt	\$ 19.00		\$ 27.80	
Public Information Officer	Exempt	\$ 48,500.00	\$ 58,656.00	\$ 89,500.00	\$ 99,656.00
Public Services Assistant Director	Exempt	\$ 86,237.00		\$ 126,237.00	
Public Services Coordinator	Non-exempt	\$ 44,221.00	\$ 21.26	\$ 58,598.00	\$ 28.17
Public Services Director	Exempt	\$ 90,750.00		\$ 133,000.00	
Public Services Project Manager	Exempt	\$ 61,235.00		\$ 91,485.00	
Public Services Technician	Non-exempt	\$ 16.94		\$ 24.61	
Public Works Crew Leader	Non-exempt	\$ 20.55		\$ 30.20	
Public Works Supervisor	Non-exempt	\$ 28.00		\$ 41.75	
Public Works Technician I	Non-exempt	\$ 16.00		\$ 23.84	
Public Works Technician II	Non-exempt	\$ 19.42		\$ 25.91	
Purchasing Coordinator	Non-exempt	\$ 44,264.00	\$ 21.28	\$ 71,680.00	\$ 34.46
Purchasing Manager	Exempt		\$ 58,656.00		\$ 81,156.00
Receptionist	Non-exempt	\$ 16.00		\$ 22.13	
Recreation and Culture Assistant Director	Exempt	\$ 57,741.00	\$ 58,656.00	\$ 80,916.00	\$ 81,831.00
Recreation and Culture Director	Exempt	\$ 87,735.00		\$ 124,410.00	
Recreation Assistant I	Non-exempt	\$ 16.00		\$ 23.84	
Recreation Assistant II	Non-exempt	\$ 19.00		\$ 25.27	
Recreation Crew Leader	Non-exempt	\$ 20.07		\$ 27.75	
Safety Specialist	Exempt	\$ 57,741.00	\$ 58,656.00	\$ 80,916.00	\$ 81,831.00
Senior Accountant	Exempt	\$ 57,242.00	\$ 58,656.00	\$ 82,742.00	\$ 84,156.00
Staff Assistant	Non-exempt	\$ 18.38		\$ 26.08	
Utility Billing Assistant	Non-exempt	\$ 19.35		\$ 27.52	
Utility Billing Manager	Exempt	\$ 57,741.00	\$ 58,656.00	\$ 80,916.00	\$ 81,831.00
Utility Billing Supervisor	Non-exempt	\$ 21.51		\$ 30.76	
Utility Line Locator	Non-exempt	\$ 19.35		\$ 28.34	
Warehouse Assistant	Non-exempt	\$ 18.38		\$ 26.08	
Warehouse Manager	Exempt	\$ 50,000.00	\$ 58,656.00	\$ 72,500.00	\$ 81,156.00
Wastewater System Supervisor	Exempt	\$ 66,248.00		\$ 96,248.00	
Wastewater Treatment Plant Operator Apprentice	Non-exempt	\$ 17.42		N/A	
Wastewater Treatment Plant Operator I	Non-exempt	\$ 19.83		\$ 29.08	
Wastewater Treatment Plant Operator II	Non-exempt	\$ 22.47		\$ 33.18	
Wastewater Treatment Plant Operator III	Non-exempt	\$ 24.15		\$ 35.79	
Water System Supervisor	Non-exempt	\$ 29.44		\$ 45.31	
Water Treatment Plant Operator Apprentice	Non-exempt	\$ 17.42		N/A	
Water Treatment Plant Operator I	Non-exempt	\$ 19.83		\$ 29.08	
Water Treatment Plant Operator II	Non-exempt	\$ 22.47		\$ 33.18	
Water Treatment Plant Operator III	Non-exempt	\$ 24.15		\$ 35.79	

PROPOSED TO CC ON 10/21/2024



Commission Agenda Item

MEETING DATE: October 21, 2024

SUBJECT: FY 2025 Purchase of Police Vehicles

PREPARED BY: Donna Smith

RECOMMENDED ACTION:

- 1) Authorize the issuance of a Purchase Order to Step One Automotive LLC in the amount of \$267,300.00.
 - 2) Authorize the City Manager to execute any necessary documents to proceed with the purchase of six (6) 2025 Ford Police Interceptor AWD Utility Vehicles.
-

Summary

On September 23, 2024, the City Commission adopted the FY 2024-2025 Budget authorizing \$593,000.00 in the Police Department budget to provide for the purchase of seven (7) vehicles.

Step One Automotive (Ford Crestview) under State Contract 25-1000-23-STC quoted one (1) 2025 Ford Police Interceptor AWD Utility vehicle for \$44,550.00. Alachua Police Department will be purchasing six (6) 2025 Ford Police Interceptor AWD Utility vehicles totaling \$267,300.00.

Staff recommends moving forward with Step One Automotive for the purchase of six (6) 2025 Ford Police Interceptor AWD Utility vehicles.

FINANCIAL IMPACT

\$267,300.00

ADDITIONAL FINANCIAL INFORMATION

COMMISSION GOALS

Strengthen Community Service
Funding Source - General Fund
Quality of Life

ATTACHMENTS

1. Quote - Step On Automotive Group



PROPOSAL

STEP ONE AUTOMOTIVE GROUP
4060 FERDON BLVD
CRESTVIEW, FL 32536
ERIC JORE
GOVERNMENT SALES
CELL 407-234-5116
OFFICE 850-292-4580
E-MAIL
EJORE@STEPONEAUTO.COM

STEP ONE FORD CRESTVIEW

NAME CITY OF ALACHUA
EMAIL
ATTN
DATE 10-15-24

2025 FORD POLICE UTILITY AWD, K8A	
3.3 V-6 ENGINE NON HYBRID WITH 10 SPEED AUTO TRAN	
DUAL A/C, POWER WINDOWS AND LOCKS, CRUISE CONTROL	
POWER DRIVERS SEAT, CLOTH BUCKET SEATS WITH VINYL REAR	
AM FM RADIO, BLUE TOOTH, KEYLESS REMOTE,	
LH LED SPOTLIGHT	
	44,550.00
DELIVERY 90-120 DAYS ARO	
PER STATE CONTRACT 25-1000-23-STC	
ANY STD COLOR	
UNIT PRICE	44,550.00
X6	267,300.00

PURCHASER ACKNOWLEDGES:

STEP ONE AUTOMOTIVE IS UNABLE TO GUARANTEE DELIVERY DATES DUE TO MANY FACTORS, NOT LIMITED TO BUT INCLUDING: PRODUCTION SCHEDULES, WEATHER, AVAILABILITY OF RAIL CARS, ETC.

ALL PAYMENTS ARE DUE ON A NET 30 DAY BASIS UPON RECEIPT OF EACH VEHICLE AS INVOICED REGARDLESS OF THE NUMBER OF VEHICLES ON THE PURCHASE ORDER.

We thank you for the opportunity to make this proposal and will appreciate your acceptance. Acceptance of this proposal will not be binding until this proposal is approved here in writing by an official of Step One Automotive. **Return of one copy of this proposal and your purchase order number constitutes your official acceptance.**

Respectfully submitted,
Eric Jore
Government Sales

2025 POLICE INTERCEPTOR UTILITY STANDARD EQUIPMENT

The following items are std. 2025 MY POLICE INTERCEPTOR UTILITY vehicle:

MECHANICAL

- Axle Ratio – 3.73 (AWD)
- Brakes – 4-Wheel Heavy-Duty Disc w/H.D. Front and Rear Calipers
- Class III Trailer Hitch Receiver with 5,000 lbs. towing capacity and (2) recovery hooks
- **Note:** Includes Class III Trailer Tow Lighting Package
- Column Shifter
- DC/DC converter – 220-Amp (in lieu of alternator)
- Drivetrain – All-Wheel-Drive
- Electric Power-Assist Steering (EPAS) – Heavy-Duty
- Engine – 3.3L V6 Direct-Injection Hybrid Engine System
- Engine Hour Idle Meter
- Engine Hour Meter
- Engine Oil Cooler
- Fuel Tank – 19-gallons
- ★ H8 AGM Battery (850CCA/92-amp)
- Lithium-Ion Battery Pack
- ★ Manual Police Pursuit Mode (Steering Wheel Switch Execution)
- Suspension – independent front & rear
- Transmission – 10-speed automatic
- Transmission Oil Cooler

EXTERIOR

- Antenna, Roof-mounted
- Cladding – Lower bodyside cladding (MIC)
- Door Handles – Black (MIC)
- Exhaust, True Dual (down-turned)
- Daytime Running Lamps – Configurable ON/OFF through instrument cluster
- **Note:** Select option (942) if desire is to have Daytime Running Lamps permanently on (cannot be turned off or reprogrammed)
- Door-Lock Cylinders (Front Driver / Passenger / Liftgate)
- Glass – 2nd Row, Rear Quarter and Liftgate Privacy Glass
- Grille – Black (MIC)
- Headlamps – Automatic, LED Low-and-High-Beam
- **Note:** Includes Front Headlamp / Police Interceptor Housing (with LED wig-wag feature)
 - Pre-drilled hole for side marker police use, does not include LED strobe, but includes LED wig-wag functionality (eliminates need to drill housing assemblies and provides LED wig-wag feature)
 - Pre-molded side warning LED holes with standard sealed capability (does not include LED installed lights)
 - Wig-wag default is traditional ping-pong pattern; can be programmed to triple-burst pattern or ping-pong / triple-burst
 - **Note:** Must be wired to vehicle's light controller to enable wig-wag functionality; recommend Ready for the Road Package (67H) or Ultimate Wiring Package (67U)
- Liftgate – Manual 1-Piece – Fixed Glass w/Door-Lock Cylinder
- Mirrors – Black Caps (MIC), Dual Pwr/Heated/Manual Fold Back Mirror
- Spare – Full size 18" Tire w/TPMS
- Spoiler – Painted Black
- Tail lamps – LED
- ★ Tail Lamp Prep Kit
- Tires – 255/60R18 A/S BSW
- Wheel-Lip Molding – Black (MIC)
- Wheels – 18" x 8.0 painted black steel with polished stainless steel hub cover
- Windshield – Acoustic Laminated

INTERIOR/COMFORT

- Cargo Hooks in cargo area
- Climate Control – Dual-Zone Electronic Automatic Temperature Control (DEATC)
- ★ Climate Control – Rear Aux A/C System
- ★ Dark Car
- Door-Locks
 - Power
 - Rear-Door Handles and Locks Operable
- Fixed Pedals (Driver Dead Pedal)
- Floor – Flooring – Heavy-Duty Thermoplastic Elastomer
- Glove Box – Locking/non-illuminated
- Grab Handles – (1 – Front-passenger side, 2-Rear)
- Heated Sanitization Solution
- Liftgate Release Switch located in overhead console (45 second timeout feature)
- Lighting
 - Overhead Console
 - Red/White Task Lighting in Overhead Console
- Mirror – Day/night Rear View
- Particulate Air Filter
- Powerpoints – (2) USB A+C Type Ports

INTERIOR/COMFORT (continued)

- Rear-door closeout panels
- Rear-window Defrost
- Scuff Plates – Front & Rear
- Seats
 - 1st Row Police Grade Cloth Trim, Dual Front Buckets with reduced bolsters
 - 1st Row – Driver 6-way Power track (fore/aft. Up/down, tilt with manual recline, 2-way power lumbar)
 - 1st Row – Passenger 8Power -way Power track with 2-way power recline and 2-way power lumbar
 - Built-in steel intrusion plates in both driver/passenger seatbacks
 - 2nd Row Vinyl, 35/30/35 Split Bench Seat (manual fold-flat, no tumble) – fixed seat track
- ★ Red and White Dome Lamp in Cargo Area
- Speed (Cruise) Control
- ★ Speedometer – New LCD 12.3" Display Calibrated (includes digital readout)
- Steering Wheel – Manual / Tilt / Telescoping, Urethane wheel finish w/Silver Painted Bezels with Speed Controls and 4 user – configurable latching switches
- Sun visors, color-keyed, non-illuminated
- Universal Top Tray – Center of I/P for mounting aftermarket equipment
- Windows, Power, 1-touch Up/Down Front Driver/Passenger-Side with disable feature

SAFETY/SECURITY

- AdvanceTrac® w/RSC® (Roll Stability Control®)
- Airbags, dual-stage driver & front-passenger, side seat, passenger-side knee, Roll Curtain Airbags and Safety Canopy®
- Anti-Lock Brakes (ABS) with Traction Control
- ★ BLIS® – Blind Spot Monitoring with Cross-traffic Alert
- Brakes – Police calibrated high-performance regenerative braking system
- Belt-Minder® (Front Driver / Passenger)
- ★ Rear Cross Traffic Brake Assist
- **Note:** Includes unique one-touch temporary disable switch for Law Enforcement use
- Child-Safety Locks (capped; set to "on")
- Individual Tire Pressure Monitoring System (TPMS)
- LATCH (Lower Anchors and Tethers for Children) system on rear outboard seat locations
- Police Perimeter Alert detects motion in an approximately 270-degree radius on sides and back of vehicle; if movement is determined to be a threat, chime will sound at level I. Doors will lock and windows will automatically go up at level II. Includes visual display in instrument cluster with tracking
- ★ Pre-Collision Mitigation system
- **Note:** Includes unique one-touch temporary disable switch for Law Enforcement use
- ★ Rearview Camera viewable on 8" Center Stack Screen
- ★ 1/4 Scale Rear Camera Display (Available)
- Seat Belts, Pretensioner/Energy-Management System w/adjustable height in 1st Row
- SOS Post-Crash Alert System™

FUNCTIONAL

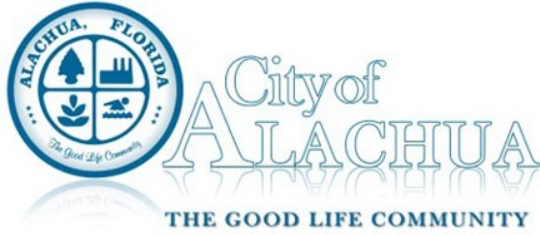
- ★ 100 Watt Siren/Speaker Prep Kit
- Speed Control
- Audio
 - AM/FM / MP3 Capable / Clock / 4-speakers
 - SYNC® Phoenix — Includes hands-free voice command support (compatible with most Bluetooth connected mobile devices)
 - USB Port — (1)
 - 8" Color LCD Screen Center-Stack "Smart Display"
 - Supports Android Auto and Apple CarPlay
- ★ UIS (Upfitter Interface System) Located behind 2nd row passenger seat floorboard
- **Note:** Capable of outputting 100 Amps of Power shared with Power Distribution Box"
- Easy Fuel® Capless Fuel-Filler
- Fleet Telematics Modem
 - Allows data to be provided to support Ford Pro™ Telematics and Data Services via optional subscription, including but not limited to vehicle location, speed, idle time, fuel, vehicle diagnostics and maintenance alerts. Device enables optional telematics services through Ford or authorized providers via paid subscription. Subscribe at <https://fordpro.com/en-us/telematics/> or call 1-833-811-FORD (3673)
- Front door tether straps (driver/passenger)
- ★ PAITRO output tied to liftgate release switch (Police Accessory Independent Timed-Release Output)
- ★ Police Engine Idle

**2025 POLICE INTERCEPTOR UTILITY
STANDARD EQUIPMENT**

PROPRIETARY

FUNCTIONAL (continued)

- Power pigtail harness
- Simple Fleet Key (w/o microchip, easy to replace; 4-keys)
- ★ Keyless Entry – Key FOB Only (Less PATS) – Includes 4 fobs
- Two-way radio pre-wire
- Two (2) 50 – amp battery power circuits – power distribution junction block (behind 2nd row passenger seat floorboard)
- Wipers – Front Speed-Sensitive Intermittent; Rear Dual Speed Wiper



Commission Agenda Item

MEETING DATE: October 21, 2024

SUBJECT: Approve Meeting Minutes

PREPARED BY:

RECOMMENDED ACTION:

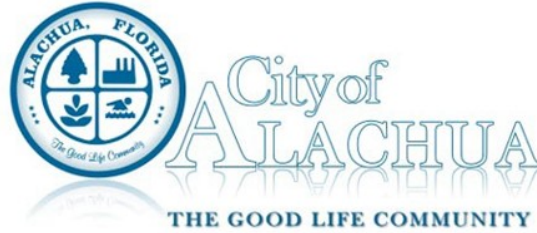
Summary

FINANCIAL IMPACT

ADDITIONAL FINANCIAL INFORMATION

ATTACHMENTS

1. 24.10.07.M.CCM



Regular City Commission Meeting Minutes
October 7, 2024 at 6:00 PM

Mayor Gib Coerper
Vice Mayor Edward Potts
Commissioner Shirley Green Brown
Commissioner Jennifer Ringersen
Commissioner Dayna Williams

City Manager Mike DaRoza
City Attorney Marian Rush

Meeting Location: James A. Lewis City Commission Chambers
15100 NW 142 Terrace
Alachua, FL 32615

CITIZENS PRESENT: Shirley Roppa, Daniel Durante, Bob Wolnewitz.
STAFF ATTENDING: Diane Amendola, Robert Bonetti, Anne Marie DiRocco, Kyler Burk, Carson Crockett, Tara Malone, Damon Messina, Jesse Sandusky, Rodolfo Valladares, LeAnne Williams, Cap Wilson, Kathy Winburn

City Commission Meeting

Notice given pursuant to Section 286.0105, Florida Statutes. In order to appeal any decision made at this meeting, you will need a verbatim record of the proceedings. It will be your responsibility to ensure such a record is made.

CALL TO ORDER

Led by Mayor Gib Coerper.

INVOCATION

Led by Pastor Marco Caballero, Forest Grove Baptist Church.

PLEDGE TO THE FLAG

Led by Mayor Coerper.

APPROVAL OF THE AGENDA

Vice Mayor Edward Potts moved to approve the agenda; seconded by Commissioner Jennifer Ringersen.

Mayor Coerper opened the floor for comments.

There were no comments.

Passed by unanimous consent.

APPROVE READING OF PROPOSED ORDINANCES AND RESOLUTIONS BY TITLE ONLY

Commissioner Dayna Williams moved to approve the reading of proposed ordinances and resolutions by title only; seconded by Commissioner Ringersen.

Passed by unanimous consent.

I. SPECIAL PRESENTATIONS

A) SANTA FE HIGH SCHOOL STUDENT PERFORMING ARTS APPRECIATION

Deputy City Clerk LeAnne Williams introduced the presentation.

Band Instructor Jacob Massena led the Sante Fe High School Symphonic Band in two compositions for the Commission.

Mayor Coerper thanked the students and the parents.

B) COLONIAL HERITAGE MONTH PROCLAMATION

Item deferred.

C) WHITE CANE SAFETY MONTH PROCLAMATION

Deputy City Clerk Williams introduced the proclamation.

Mayor Coerper read the proclamation.

D) FLORIDA CITY GOVERNMENT WEEK 2024 PROCLAMATION

Deputy City Clerk Williams introduced the proclamation.

Deputy City Clerk Williams informed the Commission that the Alachua Elementary event

on October 9, 2024, would be postponed due to Hurricane Milton.

Mayor Coerper read the proclamation.

II. COMMENTS FROM CITIZENS ON SUBJECTS NOT ON THE AGENDA

(Please Limit to 3 Minutes. Any citizen who is unable to speak at this time will have an opportunity to speak at the end of the meeting)

Mayor Coerper opened the floor for comments.

There were no comments.

III. COMMITTEE REPORTS/COMMITTEE APPOINTMENTS/CITY ANNOUNCEMENTS

IV. PUBLIC HEARINGS AND ORDINANCES

(Presentations, other than the applicant, please limit to 3 Minutes)

- A) ORDINANCE 24-12 (FIRST READING): AN ORDINANCE OF THE CITY OF ALACHUA, FLORIDA, RELATING TO THE AMENDMENT OF THE CITY'S COMPREHENSIVE PLAN; AMENDING THE CITY'S COMPREHENSIVE PLAN ADMINISTRATION AND IMPLEMENTATION ELEMENT TO ESTABLISH A NEW DEFINITION FOR MIXED-USE; AMENDING THE CITY'S COMPREHENSIVE PLAN FUTURE LAND USE ELEMENT TO ESTABLISH MIXED-USE FUTURE LAND USE CATEGORIES; AMENDING THE CITY'S COMPREHENSIVE PLAN ECONOMIC ELEMENT TO REMOVE AN EXISTING DEFINITION FOR MIXED-USE; PROVIDING A REPEALING CLAUSE; PROVIDING SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE (LEGISLATIVE)**
RESIDENTIAL OPPORTUNITIES

City Attorney Marian Rush read Ordinance 24-12 by title only.

Planner Carson Crockett introduced the item and provided the staff report.

Mayor Coerper asked the commissioners for questions or comments.

Commissioner Williams asked clarifying questions regarding many areas of the presentation.

Planner Crockett provided the information.

Vice Mayor Potts moved that the City Commission finds the proposed Comprehensive Plan Text Amendment to amend the Administration and Implementation, Future Land Use, and Economic Elements to be consistent with the City of Alachua Comprehensive Plan and (1) approves Ordinance 24-12 on

first reading; and, (2) authorizes Staff to transmit the proposed Comprehensive Plan Text Amendment to the Florida Department of Commerce under the Expedited State Review Process; seconded by Commissioner Shirley Green Brown.

Mayor Coerper opened the floor for comments.

Bob Wolnewitz, President of the Dogwood Acres HOA, voiced his concerns about water, traffic, and density.

John Durante expressed his concerns regarding density.

Passed 5-0 by roll call.

V. AGENDA ITEMS

VI. COMMENTS FROM CITIZENS ON SUBJECTS NOT ON THE AGENDA (Please Limit to 3 Minutes. Any citizen who did not speak during the Citizen Comments period at the beginning of the meeting may do so at this time.)

Mayor Coerper opened the floor for comments.

There were no comments.

VII. COMMENTS FROM CITY MANAGER AND CITY ATTORNEY

City Manager Mike DaRoza thanked:

- Pastor Caballero for the invocation
- Band Instructor Massena for the excellent performance from the Symphonic Band.
- WastePro for the excellent job they have done removing debris within the city after the Hurricane Helene.

He updated the Commission on Hurricane Helene and Hurricane Milton.

VIII. COMMISSION COMMENTS/DISCUSSION

Commissioner Williams thanked:

- Pastor Caballero for the invocation.
- Band Instructor Massena for the excellent performance from the Symphonic Band.

- City staff for caring for the City during and after Hurricane Helene.

She stated she attended the San Felasco Farmers Market, which would be held every Wednesday. She requested everyone be patient during Hurricane Milton's potential cleanup, as the crews had been working six days a week for Hurricane Helene.

Commissioner Shirley Green Brown thanked:

- Pastor Caballero for the invocation.
- The City staff for their commitment to the City of Alachua.
- WastePro for the hard work they had done after Hurricane Helene.

She stated she attended the Pink Luncheon. She announced that W.W. Irby Elementary was launching a mentoring program and needed volunteers.

Commissioner Ringersen expressed her thanks to the Symphonic Band. She encouraged the City staff during this difficult time of cleanup. She announced:

- Morning Magic Safe Environment for Infants at O2B Kids would be open to the public.
- The Early Learning Coalition would host a literacy awareness event downtown on Saturday, October 12, 2024.

She reported on the Opioid Task Force.

Vice Mayor Potts stated he attended:

- The Alachua Chamber Luncheon.
- The Peaceful Paths event.
- The Florida League of Cities meeting in Orlando.
- Edward Jones's presentation of a \$10,000 check to Hawthorne High School for literacy.

He stated he was celebrating what would have been his late Great Uncle, Ray Krocs, 102nd birthday, and commented on Mr. Kroc's remarkable life as the former CEO of McDonalds.

Mayor Coerper thanked the City staff and WastePro for the excellent job they had done coping with Hurricane Helene. He thanked Band Instructor Massena for the excellent performance from the Symphonic Band.

ADJOURN

Commissioner Ringersen moved to adjourn; seconded by Vice Mayor Potts.

Passed by unanimous consent.

CONSENT AGENDA ITEMS

- A) APPROVE MEETING MINUTES FOR SEPTEMBER 23, 2024**
- B) HAL BRADY RECREATION COMPLEX SKATE PARK RENOVATION**
- C) 2025 CITY COMMISSION CALENDAR**

ATTEST:

**CITY COMMISSION OF THE CITY OF
ALACHUA, FLORIDA:**

Mike DaRoza, City Manager/Clerk

Gib Coerper, Mayor