



COLUMBIA COUNTY BOARD OF COUNTY COMMISSIONERS AGENDA ITEM REQUEST FORM

The Board of County Commissioners meets the 1st and 3rd Thursday of each month in the Columbia County School Board Administrative Complex Auditorium, 372 West Duval Street, Lake City, Florida 32055. The first meeting of every month is at 9:30AM while the second meeting of every month takes place at 5:30PM. All agenda items are due in the Board's office one week prior to the meeting date.

Today's Date: 11/10/2022 Meeting Date: 11/17/2022

Name: Lisa Roberts Department: BCC Administration

Approved By:

A handwritten signature in blue ink, appearing to be "LR" or "Lisa Roberts", written over a light blue horizontal line.

1. Nature and purpose of agenda item:

This item will revise the General Pay Grade Schedule to reflect the Gym Attendant, Center Program Coordinator and Planning Technician positions

2. Recommended Motion/Action:

Approve revised General Pay Grade Schedule

3. Fiscal impact on current budget.

This item has no effect on the current budget.

L. PAY GRADE SCHEDULES

COLUMBIA COUNTY
BOARD OF COUNTY COMMISSIONERS
GENERAL PAY GRADE SCHEDULE
Revised and Approved 10/20/2022

POSITION TITLE	EXEMPT STATUS	PAY GRADE	MINIMUM	MIDPOINT	MAXIMUM
LABORER	N	101	15.00	17.10	19.35
MOSQUITO CONTROL OPERATOR	N	101	31,200.00	35,568.00	40,248.00
MAINTENANCE WORKER - LANDSCAPE & PARKS	N	101			
RECREATION AIDE GYM ATTENDANT	N	101			
		102	15.06	17.17	19.44
			31,324.80	35,713.60	40,435.20
ASSISTANT FACILITY FIELD SUPERVISOR	N	103	15.45	17.64	20.00
			32,136.00	36,691.20	41,600.00
TELECOMMUNICATIONS SPECIALIST	N	105	15.51	17.71	20.08
VETERANS COUNSELOR	N	105	32,260.80	36,836.80	41,766.40
SECRETARY I	N	106	15.58	17.80	20.18
			32,406.40	37,024.00	41,974.40
			15.98	18.29	20.76
MAINTENANCE TECHNICIAN - LANDSCAPE & PARKS	N	108	33,238.40	38,043.20	43,180.80
SECRETARY II	N	109	16.48	18.89	21.47
			34,278.40	39,291.20	44,657.60
WATER/WASTEWATER TECHNICIAN TRAINEE	N	111	17.00	19.52	22.22
			35,360.00	40,601.60	46,217.60
SECRETARY SPECIALIST	N	112	17.50	20.13	22.94
			34,400.00	41,870.40	47,715.20
CONSTRUCTION HELPER	N	113	17.55	20.19	23.01
COUNTY COURT SECRETARY	N	113	36,504.00	41,995.20	47,860.80
ADMINISTRATIVE SECRETARY	N	114	17.98	20.71	23.63
			37,398.40	43,076.80	49,150.40

FLEET/PROCUREMENT COORDINATOR	N	115	18.12	20.88	23.83
			37,689.60	43,430.40	49,566.40
CREW LEADER - LANDSCAPE & PARKS	N	116	18.46	21.29	24.32
			38,396.80	44,283.20	50,585.60
EMERGENCY MANAGER. COORDINATOR	N	117	18.72	21.60	24.69
			38,937.60	44,928.00	51,355.20
OFFICE MANAGER	N	119	19.35	22.36	25.59
			40,248.00	46,508.80	53,227.20
SAFETY OFFICER	N	120	19.42	22.45	25.69
			40,393.60	46,696.00	53,435.20
PERMIT SPECIALIST	N	121	20.01	23.16	26.54
WATER/WASTEWATER TECHNICIAN ¹	N	121	41,620.80	48,172.80	55,203.20
TOURIST PROJECT MARKETING MANAGER	N	122	20.38	23.61	27.07
4-H PROGRAM ASSISTANT	N	122	42,390.40	49,108.80	56,305.60
CARPENTER FOREMAN	N	123	20.63	23.91	27.43
			42,910.40	49,732.80	57,054.40
ELECTRICIAN	N	124	20.71	24.01	27.54
HVAC ENERGY SPECIALIST	N	124	43,076.80	49,940.80	57,283.20
VETERANS SERVICE OFFICER	EA	124			
MAINTENANCE SUPERVISOR - LANDSCAPE & PARKS	N	125	20.87	24.20	27.77
PAINTER/MAINTENANCE	N	125	43,409.60	50,336.00	57,761.60
LEAD PERMIT SPECIALIST	N	125			
MECHANIC SHOP FOREMAN	EA	127	21.44	24.89	28.59
			44,595.20	51,771.20	59,467.20
ASSISTANT SOLID WASTE DIRECTOR/OPS MANAGER	EA	128	22.21	25.82	29.70
HUMAN RESOURCES SPECIALIST	N	128	46,196.80	53,705.60	61,776.00
CODE COMPLIANCE OFFICER	N	128			
SPECIAL ASSESSMENT INSPECTOR	N	128			
PLANNING TECHNICIAN	N	128			
		129	22.79	26.53	30.53
			47,403.20	55,182.40	63,502.40

		130	23.02	26.80	30.86
		130	47,881.60	55,744.00	64,188.80
		131	23.87	27.83	32.08
			49,649.60	57,886.40	66,726.40
911 ADDRESSING TECHNICIAN	N	132	24.23	28.27	32.60
			50,398.40	58,801.60	67,808.00
PUBLIC WORKS ROAD SUPERINTENDENT	EA	133	24.76	28.91	33.36
DATABASE APPLICATION/WEB DESIGNER	N	133	51,500.80	60,132.80	69,388.80
FOREMAN/FOREMAN DRAINAGE/FOREMAN STORMWATER	EA	133			
ADMINISTRATIVE SUPERVISOR - PUBLIC WORKS/BUILDING & ZONING	EA	134	25.70	30.05	34.70
MAINTENANCE FIELD SUPERVISOR	N	134	53,456.00	62,504.00	72,176.00
PURCHASING OFFICER	N	135	26.68	31.23	36.11
ECONOMIC DEVELOPMENT SPECIALIST	EA	135	55,494.40	64,958.40	75,108.80
ASSISTANT PUBLIC WORKS DIRECTOR	N	136	28.31	33.21	38.45
ASSISTANT ROAD CONSTRUCTION SUPERVISOR	N	136	58,884.80	69,076.80	79,976.00
PROJECTS SUPERINTENDENT	EA	136			
UTILITIES/DRAINAGE SUPERINTENDENT	N	136			
IT DESKTOP SUPPORT SPECIALIST	N	136			
		137	29.04	34.09	39.50
			60,403.20	70,907.20	82,160.00
FINANCIAL OFFICER	N	138	29.45	34.58	40.09
			61,256.00	71,926.40	83,387.20
DIRECTOR EMERGENCY MANAGEMENT	EA	139	29.52	34.67	40.19
CENTER PROGRAM COORDINATOR	EA	139	61,401.60	72,113.60	83,595.20
		140	31.12	36.61	42.48
			64,729.60	76,148.80	88,358.40
RECREATION DIRECTOR	EE	141	31.44	36.99	42.94
			65,395.20	76,939.20	89,315.20

COMMUNITY DEVELOPMENT COORDINATOR	EA	142	32.37	38.12	44.28
RADIO/COMMUNICATIONS SPECIALIST	N	142	67,329.60	79,289.60	92,102.40
SENIOR STAFF ASSISTANT	EA	142			
ROAD CONSTRUCTION SUPERVISOR	N	142			
HUMAN RESOURCES OFFICER	EA	142			
ASSISTANT BUILDING & ZONING DIRECTOR	EA	142			
DIRECTOR OF MAINTENANCE	EE	143	32.40	38.15	44.32
			67,392.00	79,352.00	92,185.60
		144	32.88	38.73	45.01
			68,390.40	80,558.40	93,620.80
ADMINISTRATIVE MANAGER	EE	145	33.21	39.13	45.48
			69,076.80	81,390.40	94,598.40
DIRECTOR HR/COMMUNITY SERVICES	EA	146	33.85	39.91	46.40
DIRECTOR LANDSCAPING AND PARKS DEPARTMENT	EE	146	70,408.00	83,012.80	96,512.00
BUILDING INSPECTOR	N	146			
OPERATIONS SUPERINTENDENT	EA	146			
RISK MANAGER	EA	146			
CHIEF BUILDING INSPECTOR	EA	146			
SOLID WASTE DIRECTOR	EE	146			
TOURISM DEVELOPMENT EXECUTIVE DIRECTOR	EA	146			
DIRECTOR OF INFORMATION TECHNOLOGY	EP	146			
COUNTY ENGINEER	EP	147	38.04	44.98	52.41
BUILDING & ZONING DIRECTOR	EE	147	79,123.20	93,558.40	109,012.80
SPORTS MARKETING DIRECTOR	EA		NEGOTIABLE		
DEVELOPMENT PROJECTS MANAGER	EA		NEGOTIABLE		
TRAFFIC OPERATIONS SUPERVISOR	EA		NEGOTIABLE		
PUBLIC WORKS DIRECTOR	EE		NEGOTIABLE		
DIRECTOR ECONOMIC DEVELOPMENT	EA		NEGOTIABLE		
OPERATIONS MANAGER	EE		NEGOTIABLE		
ASSISTANT COUNTY MANAGER	EA		NEGOTIABLE		
COUNTY MANAGER	EE		NEGOTIABLE		

EXEMPT STATUS: N=NONEXEMPT; EA=EXEMPT ADMINISTRATIVE; EP=EXEMPT PROFESSIONAL; EE=EXEMPT EXECUTIVE

- 1) If the applicant/employee possess or obtains a Class "A" or Class "B" FDEP State of Florida license they may be eligible for a \$2.00 per hour salary adjustment from the minimum Water/Wastewater Technician hourly rate of pay or their current rate of pay, whichever is greater.

An Employee will only be eligible for salary adjustments at the time, and not prior to, the County Board of County Commissioners Human Resources Department receiving the required State of Florida certificate(s). It is the employee's responsibility to provide the required state certifications. Under no circumstances shall an employee be eligible for retroactive pay.