

RESOLUTION No. 2024-69

**A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF
LOXAHATCHEE GROVES, FLORIDA, APPROVING THE
TOWNWIDE PAY PLAN; PROVIDING FOR IMPLEMENTATION;
AND PROVIDING FOR AN EFFECTIVE DATE**

WHEREAS, the Town (the “Town”) is dedicated to providing competitive and fair compensation for its employees with externally and internally equitable pay classifications and administration practices; and

WHEREAS, the market for public sector employees is increasingly competitive, the Town conducted a salary survey including neighboring communities, special districts, Palm Beach County, the State of Florida Bureau of Labor Statistics for Southeast Florida and compared both the surveyed and current salaries to the Public Employer Personnel Information Exchange (PEPIE) created by the Florida Public Human Resources Association (FPHRA) to gather and share salary data for various public sector jobs across the state of Florida; and

WHEREAS, the Town desires to be fair and reasonable within the limits of its financial resources while providing funding for employee compensation based on a pay plan that encourages strong recruitment and employee retention thereby ensuring high-quality public services; and

WHEREAS, the Town Manager recommends a pay plan for its positions that meets or exceeds the pay ranges for each position at levels consistent with the first quartile of PEPIE which represent the lowest ranges of the market salaries for public sector employees throughout the State; and

WHEREAS, in the best interest and welfare of its employees, the Town desires to approve the Pay Plan for the Town of Loxahatchee Groves as set forth in Exhibit “A,” attached hereto and incorporated herein;

**NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND THE TOWN COUNCIL
OF THE TOWN OF LOXAHATCHEE GROVES, FLORIDA, AS FOLLOWS:**

Section 1. Recitals. The above recitals are confirmed, adopted, and incorporated herein and made a part hereof by this reference.

Section 2. Approval. The Town's pay plan, as provided in Exhibit "A", which includes the Town's job classification titles and salary ranges by position for Fiscal Year 2024-2025, is hereby approved.

Section 3. Cost of Living Adjustment. The Town Manager has made market adjustments to current employee salaries within the salary ranges set forth in the accompanying Town's pay plan and the Town Council authorizes a 6% Cost of Living Adjustment (COLA) on the market adjusted salaries subject to budget approval effective October 1, 2024.

Section 4. Implementation. The Town Manager and the Town Attorney are hereby authorized to take such other action as is necessary to implement the provisions of this Resolution.

Section 5. Effective Date. This Resolution shall become effective immediately upon its adoption.

Councilmember _____ offered the foregoing resolution. Councilmember _____ seconded the motion.

ADOPTED BY THE TOWN COUNCIL OF THE TOWN OF LOXAHATCHEE GROVES, FLORIDA, THIS 3rd DAY OF SEPTEMBER 2024.

**TOWN OF LOXAHATCHEE GROVES,
FLORIDA**

ATTEST:

Voted:
Mayor Anita Kane, Seat 3

Town Clerk

Voted:
Vice Mayor Margaret Herzog, Seat 5

APPROVED AS TO LEGAL FORM:

Voted:
Councilmember Phillis Maniglia, Seat 1

Office of the Town Attorney

Voted:

Councilmember Laura Danowski, Seat 2

Voted:

Councilmember Robert Shorr, Seat 4

EXHIBIT “A”

TOWN OF LOXAHATCHEE GROVES PAY PLAN BY CLASSIFICATION AND POSITION

	Position	Minimum	Midpoint	Maximum
Executives	Town Manager Town Attorney	As Negotiated		
Professional	Town Clerk	\$ 90,000	\$ 115,000	\$ 140,000
	Public Works Director	\$ 90,000	\$ 115,000	\$ 140,000
	HR Manager/Grants/Contracts	\$ 75,000	\$ 95,000	\$ 115,000
	Public Works Supervisor	\$ 75,000	\$ 95,000	\$ 115,000
	Building Official*	\$ 75,000	\$ 95,000	\$ 115,000
	Paralegal	\$ 50,000	\$ 65,000	\$ 80,000
	Public Works Administrative Coordinator	\$ 55,000	\$ 65,000	\$ 75,000
	Management Analyst	\$ 55,000	\$ 65,000	\$ 75,000
	Code Compliance Supervisor*	\$ 55,000	\$ 65,000	\$ 75,000
	Sr. Admin Coordinator/Customer Service/Exec Asst***	\$ 55,000	\$ 65,000	\$ 75,000
Associate	Permit Tech II	\$ 55,000	\$ 65,000	\$ 75,000
	Permit Tech I**	\$ 50,000	\$ 60,000	\$ 70,000
	Code Specialist/Asst Clerk***	\$ 50,000	\$ 60,000	\$ 70,000
	Code Compliance Officer*	\$ 50,000	\$ 60,000	\$ 70,000
	Code Compliance Officer*	\$ 50,000	\$ 60,000	\$ 70,000
Technician	PSW III	\$ 50,000	\$ 60,000	\$ 70,000
	PSW III	\$ 50,000	\$ 60,000	\$ 70,000
	PSW III	\$ 50,000	\$ 60,000	\$ 70,000
	PSW II	\$ 44,000	\$ 54,000	\$ 64,000
	PSW II	\$ 44,000	\$ 54,000	\$ 64,000
	PSW II	\$ 44,000	\$ 54,000	\$ 64,000
	PSW I	\$ 39,000	\$ 49,000	\$ 59,000
	PSW I	\$ 39,000	\$ 49,000	\$ 59,000
	General Service Worker	\$ 37,000	\$ 47,000	\$ 57,000
	General Service Worker*	\$ 37,000	\$ 47,000	\$ 57,000

* Filled at hourly rate as Part-Time

** New Position

*** Reclassification of existing position with added duties