



HUMAN RESOURCES DIVISION

J. Ricardo Daye, Human Resources Director

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APPROVED BY ORANGE
COUNTY BOARD OF COUNTY
COMMISSIONERS

August 8, 2016

BCC Mtg. Date: August 23, 2016

TO: Mayor Teresa Jacobs
- AND -
Board of County Commissioners

FROM: J. Ricardo Daye, Human Resources Director

SUBJECT: Consent Agenda Item – August 23, 2016
Non-Bargaining Pay Plan Structure Adjustments and Salary Increase
Implementation Plan

A. Fiscal Year 2016-2017 Non-Bargaining Pay Plan Structure Adjustments

The Human Resources Division has researched pay structure adjustment trends in preparation for the upcoming fiscal year. Recent research indicates that for 2017, nationally, employers will adjust their salary structure for all employee groups on average 2.1%.

As the labor market improves, Orange County must remain competitive in order to attract qualified talent.

Staff recommends that:

The minimum and maximum rate of all Regular Employee Pay Plan, Administrative Pay Plan and the Mayor/Board of County Commissioners pay ranges be increased by 2%.

B. Fiscal Year 2016-2017 Non-Bargaining Salary Increase Implementation Plan

This year's budget proposal contained a 3.5% salary increase for all regular, non-bargaining employees. Staff recommends the following implementation:

1. Employees who are meeting their performance standards will receive a 3.5% salary increase as an adjustment to their base salary or base salary plus lump sum.
2. Employees who are less than 3.5% away from the adjusted maximum of their pay range will receive an increase to their base salary (minimum of 2% increase) up the maximum of their pay range and the remainder as a lump sum.
3. Employees currently over the maximum of their pay range will receive a 2% increase to their base salary and the remainder as a lump sum.
4. Employees must be active on October 8, 2016, with the effective date of the increase on October 9, 2016.

August 8, 2016

Non-Bargaining Pay Plan Structure Adjustments and Salary Increase Implementation Plan

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ACTION REQUESTED: Approval of the FY 2016-2017 non-bargaining pay plan structure adjustments and salary increase implementation plan for all regular, non-bargaining employees, effective October 9, 2016.

C: Ajit Lalchandani, County Administrator
Eric Gassman, Chief Accountability Officer
Dorothy Richards, Compensation & Recruitment Administrator

**REGULAR EMPLOYEE PAY PLAN STRUCTURE
Fiscal Year 2016 - 2017**

Pay Grade	Hourly Rates								Pay Grade	Annual Rates							
	Quad 1		Quad 2		Quad 3		Quad 4			Quad 1		Quad 2		Quad 3		Quad 4	
	Minimum	Midpoint	Midpoint	Maximum	Maximum	Maximum	Maximum	Minimum		Midpoint	Midpoint	Maximum	Maximum	Maximum	Maximum	Maximum	
008	10.77	12.22	12.23	13.66	13.67	15.10	15.11	16.54	008	22,402	25,418	25,438	28,413	28,434	31,408	31,429	34,403
009	11.73	13.31	13.32	14.88	14.89	16.45	16.46	18.02	009	24,398	27,685	27,706	30,950	30,971	34,216	34,237	37,482
010	12.54	14.29	14.30	16.03	16.04	17.77	17.78	19.51	010	26,083	29,723	29,744	33,342	33,363	36,962	36,982	40,581
011	13.67	15.67	15.68	17.66	17.67	19.65	19.66	21.64	011	28,434	32,594	32,614	36,733	36,754	40,872	40,893	45,011
012	14.97	17.14	17.15	19.30	19.31	21.47	21.48	23.63	012	31,138	35,651	35,672	40,144	40,165	44,658	44,678	49,150
013	16.48	19.04	19.05	21.59	21.60	24.15	24.16	26.70	013	34,278	39,603	39,624	44,907	44,928	50,232	50,253	55,536
014	17.99	20.55	20.56	23.11	23.12	25.67	25.68	28.22	014	37,419	42,744	42,765	48,069	48,090	53,394	53,414	58,698
015	19.52	22.45	22.46	25.37	25.38	28.30	28.31	31.22	015	40,602	46,696	46,717	52,770	52,790	58,864	58,885	64,938
016	21.23	24.44	24.45	27.65	27.66	30.86	30.87	34.06	016	44,158	50,835	50,856	57,512	57,533	64,189	64,210	70,845
017	22.92	26.37	26.38	29.81	29.82	33.26	33.27	36.70	017	47,674	54,850	54,870	62,005	62,026	69,181	69,202	76,336
018	24.20	27.81	27.82	31.42	31.43	35.03	35.04	38.64	018	50,336	57,845	57,866	65,354	65,374	72,862	72,883	80,371
019	25.66	29.36	29.37	33.06	33.07	36.76	36.77	40.46	019	53,373	61,069	61,090	68,765	68,786	76,461	76,482	84,157
020	28.20	32.28	32.29	36.35	36.36	40.42	40.43	44.49	020	58,656	67,142	67,163	75,608	75,629	84,074	84,094	92,539
021	30.93	35.46	35.47	39.99	40.00	44.52	44.53	49.05	021	64,334	73,757	73,778	83,179	83,200	92,602	92,622	102,024
022	32.44	37.13	37.14	41.82	41.83	46.51	46.52	51.19	022	67,475	77,230	77,251	86,986	87,006	96,741	96,762	106,475
023	33.89	38.73	38.74	43.56	43.57	48.40	48.41	53.23	023	70,491	80,558	80,579	90,605	90,626	100,672	100,693	110,718
024	36.10	41.37	41.38	46.63	46.64	51.89	51.90	57.15	024	75,088	86,050	86,070	96,990	97,011	107,931	107,952	118,872
*24F	25.71	29.46	29.47	33.20	33.21	36.94	36.95	40.68	*24F	75,073	86,023	86,052	96,944	96,973	107,865	107,894	118,786
025	39.29	44.93	44.94	50.56	50.57	56.20	56.21	61.83	025	81,723	93,454	93,475	105,165	105,186	116,896	116,917	128,606
026	42.77	48.88	48.89	54.99	55.00	61.10	61.11	67.21	026	88,962	101,670	101,691	114,379	114,400	127,088	127,109	139,797
027	47.51	54.46	54.47	61.40	61.41	68.34	68.35	75.28	027	98,821	113,277	113,298	127,712	127,733	142,147	142,168	156,582
CONTINGENCY RANGES																	
051	49.76	57.44	57.45	65.12	65.13	72.80	72.81	80.48	051	103,501	119,475	119,496	135,450	135,470	151,424	151,445	167,398
052	53.85	62.42	62.43	70.98	70.99	79.55	79.56	88.11	052	112,008	129,834	129,854	147,638	147,659	165,464	165,485	183,269
053	62.38	72.53	72.54	82.68	82.69	92.83	92.84	102.97	053	129,750	150,862	150,883	171,974	171,995	193,086	193,107	214,178
054	70.37	81.37	81.38	92.37	92.38	103.37	103.38	114.37	054	146,370	169,250	169,270	192,130	192,150	215,010	215,030	237,890
055	79.44	92.03	92.04	104.61	104.62	117.19	117.20	129.77	055	165,235	191,422	191,443	217,589	217,610	243,755	243,776	269,922

Effective October 09, 2016

* Fire Rescue 56 Hour Classifications

**ADMINISTRATIVE PAY PLAN STRUCTURE
Fiscal Year 2016 - 2017**

Pay Grade	Hourly			Annual		
	Minimum	Midpoint	Maximum	Minimum	Midpoint	Maximum
905	30.21	38.83	47.44	62,837	80,766	98,675
906	31.74	40.81	49.88	66,019	84,885	103,750
907	33.04	42.67	52.29	68,723	88,754	108,763
908	34.2	44.33	54.46	71,136	92,206	113,277
909	35.35	46.03	56.70	73,528	95,742	117,936
910	36.55	47.83	59.10	76,024	99,486	122,928
911	38.55	50.60	62.64	80,184	105,248	130,291
912	41.43	54.61	67.78	86,174	113,589	140,982
913	43.89	58.17	72.44	91,291	120,994	150,675
914	46.17	61.17	76.16	96,034	127,234	158,413
915	48.55	64.34	80.13	100,984	133,827	166,670
916	51.51	68.56	85.60	107,141	142,605	178,048
917	55.6	73.94	92.28	115,648	153,795	191,942
918	58.99	78.77	98.55	122,699	163,842	204,984
919	62.06	82.86	103.66	129,085	172,349	215,613
920	74.03	102.08	130.12	153,982	212,326	270,650

**MAYOR/BOARD OF COUNTY COMMISSIONERS' STAFF
Fiscal Year 2016 - 2017**

Pay Grade	Hourly			Annual		
	Minimum	Midpoint	Maximum	Minimum	Midpoint	Maximum
200	11.89	14.53	17.16	24,731	30,222	35,693
202	14.75	19.34	23.92	30,680	40,227	49,754
204	18.49	23.70	28.90	38,459	49,296	60,112
208	22.24	28.03	33.81	46,259	58,302	70,325
210	23.61	29.59	35.57	49,109	61,547	73,986
211	25.13	31.01	36.88	52,270	64,501	76,710
212	26.53	32.51	38.49	55,182	67,621	80,059
214	31.94	40.28	48.62	66,435	83,782	101,130
216	43.70	55.12	66.54	90,896	114,650	138,403