



City of Lauderhill

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File Details

City Hall
5581 W. Oakland Park
Blvd.
Lauderhill, FL, 33313
www.lauderhill-fl.gov

File Number: 20R-3880

File ID: 20R-3880

Type: Resolution

Status: Agenda Ready

Version: 1

Reference:

In Control: HR Department

File Created: 10/08/2020

File Name: Deputy City Clerk Job Description

Final Action:

Title: RESOLUTION NO. 20R-10-217: A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF LAUDERHILL APPROVING THE MINOR MODIFICATIONS TO THE JOB POSITION FOR DEPUTY CITY CLERK; PROVIDING FOR AN EFFECTIVE DATE (REQUESTED BY CITY MANAGER, DESORAE GILES-SMITH).

Notes:

Sponsors: Giles

Enactment Date:

Attachments: RE-20R-10-217-JOB-modification - Deputy City Clerk.pdf, Deputy City Clerk 2020.pdf

Enactment Number:

Contact:

Hearing Date:

* **Drafter:** rfennell@laudershill-fl.gov

Effective Date:

Related Files:

History of Legislative File

Ver- sion:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
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Text of Legislative File 20R-3880

RESOLUTION NO. 20R-10-217: A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF LAUDERHILL APPROVING THE MINOR MODIFICATIONS TO THE JOB POSITION FOR DEPUTY CITY CLERK; PROVIDING FOR AN EFFECTIVE DATE (REQUESTED BY CITY MANAGER, DESORAE GILES-SMITH).

Request Action:

Request approval for a minor change to the job description, Deputy City Clerk.

Need:

To place the position in a more consistent pay grade to others with similar duties.

Summary Explanation/ Background:

After a pay plan review, there's a need to re-slot this position with other Assistant Directors.

Attachments:

#1 - Deputy City Clerk Job Description

Cost Summary/ Fiscal Impact:

This position will be moved from Grade 61 to Grade 63 with a starting salary of \$101,758.81.

Estimated Time for Presentation:

Less than 5 minutes.

Master Plan:

Goal 1: Clean, Green Sustainable Environment

- Increase mass transit ridership
- Reduce City energy consumption
- Reduce water consumption

Goal 2: Safe and Secure City of Lauderhill

- Crime in lower 50% in Broward
- Residents feel safe in neighborhood
- Reduce emergency fatalities

Goal 3: Open Spaces and Active Lifestyle for all ages

- Increase participation in youth sports
- Add new park land and amenities
- Increase attendance at cultural programs and classes

Goal 4: Growing Local Economy, Employment and Quality of Commercial Areas

- Increase commercial tax base
- Increase employment in Lauderhill businesses
- Decrease noxious and blighted uses in commercial areas

Goal 5: Quality Housing at all Price Ranges and Attractive Communities

- Neighborhood signs and active HOAs
- Housing & streets improved, litter reduced
- Increase proportion of single family homes and owner occupied housing

Goal 6: Efficient and Effective City Government, Customer Focused & Values Diversity

- Improves City efficiency
- Increase use of Information Technology
- Increases residents perception of Lauderhill as an excellent place to live