



City of South Daytona

Department of Human Resources

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AGENDA ITEM

E 18 DATE 2/9/2021

MEMORANDUM

To: James L. Gillis, City Manager

From: Trudy A. O'Dell, Human Resources Director

Re: **Public Hearing** Regarding Designating the Office of Information Technology Director for Inclusion in the Senior Management Service Class (SMSC) of the Florida Retirement System

Date: February 3, 2021

On September 29, 2020, the City Council adopted the final budget Resolution No. 2020-38, approving the reclassification of the Information Technology Specialist to Information Technology Director. The City's Code of Ordinances states the following.

"Non bargaining unit personnel that are either department heads or assistant department heads will be classified as senior management under the Florida Retirement System, as long as the position meets all requirements under state law and the city has an available position to designate as senior management".

To designate a position as SMSC, the Florida Retirement System requires the following.

- a notice of intent to designate the position to the Class is published once a week for two consecutive weeks in a newspaper of general circulation published in the county or counties affected;
- and the full-time position is nonelective, managerial or policymaking filled by an employee that is not subject to a continuing contract who serve at the pleasure of the employer without civil service protection, and who head an organizational unit or have responsibility to effect or recommend personnel, budget, expenditure, or policy decisions in their areas of responsibility.

The appropriate legal advertisements declaring this intent was published in the Daytona Beach News-Journal on January 27, 2021 and February 3, 2021.

The City has the option of including up to ten non-elective, full-time positions in the Florida Division of Retirement's SMSC. At the present time, nine positions are being utilized for this benefit. The position of Assistant Public Works Director was removed from the SMSC designation on December 28, 2020 as the position has been vacant for some time. The fiscal note to designate the position of Information Technology Director to the SMSC is \$7,489 which will be reflected as a mid-year budget amendment.