

City of Tallahassee

Reorganizations, Efficiencies and Position Reductions

Since 2016, the City of Tallahassee has been engaged in an ongoing evaluation process to ensure operations are functioning at maximum efficiency levels while ensuring that resources are allocated for community priorities in the areas of public safety and infrastructure maintenance and replacement. This process has included

- Peer review of the budget process
- Two reorganization efforts
- Consolidation of departments and functions

These efforts aim to ensure the organization is financially viable and positioned to continue delivering the highest quality services to our citizens. Improving efficiencies within the organization that result in long-term savings has required the elimination of 59 positions since 2016. The attached charts provide total positions reduced and total positions reduced by position classification.

Some of the highlights resulting in increased efficiencies in operations include the following.

- Changes to how City utility work crews are managed and organized, resulting in productivity gains and save approximately \$2.4 million annually.
- Centralization of administrative efforts and communications/outreach functions will save approximately \$1.2 million annually.
- Efforts to outsource and insource work will reduce City costs by just over \$1 million.
- Realignment in StarMetro have saved an estimated \$595,000. Additionally, the FY 2017 proposed contribution from the General Fund to StarMetro is \$1.3 million less than FY 2016.

To minimize impacts to employees as much as possible, vacancies and impending retirements were identified. Additionally, to assist affected employees through the transition process, the following provisions were put into place:

- Severance package for employees opting to resign/retire that includes salary and healthcare benefits
- Career resources, including job search and training opportunities
- Notification of future job opportunities with the City

These concerted efforts to streamline the organization will allow greater reinvestment in the services the City provides. For example, the Commission has identified public infrastructure investment as a high priority and approved an additional \$5 million in FY 2017 to address transportation public infrastructure needs.

**CITY OF TALLAHASSEE
POSITION ELIMINATIONS FY16- FY17**

Fiscal Year	Position Title	Employee	FTE	Annual Salary	Years of Service	Age	Gender	Race	Fiscal Year Total
2016	Asst Dir - Economic & Comm Dev	Vacant	1.0	\$85,727	-	-	-	-	-
2016	Administrative Services Mgr	Vacant	1.0	\$90,018	-	-	-	-	-
2016	DirEnvironmPolicy&EnergyResour	Vacant	1.0	\$137,464	-	-	-	-	-
2016	Administrative Services Mgr	Wilkerson,Gregory	1.0	\$88,466	1.25	69	Male	White	
2016	Director-Public Works	Menendez,Gabriel	1.0	\$156,393	14.58	57	Male	Hispanic	
2016	Manager-Public Works Operation	Scheiner,Michael	1.0	\$106,277	13.75	66	Male	White	
2016	Superintendent-Transit Mainten	Wilder,Ralph	1.0	\$94,930	11.66	61	Male	White	
2016	Transportation Finance Adminst	Session,Johnny	1.0	\$119,666	31.5	68	Male	Black	
2016	Administrative Supervisor	Vacant	1.0	\$78,010	-	-	-	-	-
2016	General Mgr-Utility Services	Vacant	1.0	\$145,960	-	-	-	-	-
								FY2016 Total	10.00
2017	Administrative Assistant	Vacant	1.0	\$41,600	-	-	-	-	-
2017	Assistant to City Manager	Patrica McCray	1.0	\$81,600	16.86	58	Female	Black	
2017	Chief Construction Administrator	David Rosenfeld	1.0	\$80,992	10.75	64	Male	White	
2017	Program Architect	Eve Williams	1.0	\$103,611	29.75	63	Female	White	
2017	Coordinator-EnviRegSecur	Mark (Tony) Murray	1.0	\$62,468	12.47	58	Male	White	
2017	Administrative Specialist II	Denise Crawford	1.0	\$57,470	22.99	54	Female	White	
2017	Assistant General Manager	Clint Smith	1.0	\$140,005	1.69	51	Male	White	
2017	Electric Regulatory Comp Analyst	John Williams	1.0	\$76,365	10.78	45	Male	Black	
2017	Engineer	Vacant	1.0	\$91,000	-	-	-	-	-
2017	Engineering Technician	Vacant	1.0	\$52,000	-	-	-	-	-
2017	Maintenance Repair Worker	Thomas Bly	1.0	\$35,206	28.3	59	Male	White	
2017	Maintenance Worker	Vacant	1.0	\$36,525	-	-	-	-	-
2017	Maintenance Worker	Vacant	1.0	\$36,525	-	-	-	-	-
2017	Maintenance Worker II	Tony Winbush	1.0	\$36,530	17.81	45	Male	Black	

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2017	Maintenance Worker II	Jacob Wilson	1.0	\$33,792	4.82	29	Male	White	
2017	Senior Traffic Mgmt Tech	Robert Becker	1.0	\$64,245	36.31	64	Male	White	
2017	Administrative Specialist I	Tzadda Bates	1.0	\$48,379	5.01	32	Female	Black	
2017	Code Enforcement Officer	James Longhurst	1.0	\$64,375	15.14	69	Male	White	
2017	Program Engineer	Timothy Owens	1.0	\$110,060	14.27	49	Male	White	
2017	Public Info Specialist	Angeline Taylor	1.0	\$56,840	4.09	45	Female	Black	
2017	Assistant Supervisor	Vacant	1.0	\$58,074	-	-	-	-	-
2017	Supervisor, Recreation Center	Vacant	1.0	\$62,400	-	-	-	-	-
2017	Administrative Specialist II	Shoney Bellamy	1.0	\$52,297	9.98	40	Female	Black	
2017	Business Process Solutions Manager	Jennifer Meadows	1.0	\$69,270	30.06	53	Female	White	
2017	Microcomputer Specialist	Vacant	1.0	\$79,269	-	-	-	-	-
2017	Technical Support Analyst I	Walter Branch, Jr.	1.0	\$41,340	34.22	53	Male	White	
2017	Technical Support Analyst II	Douglas Humphrey	1.0	\$66,516	17.3	58	Male	White	
2017	Water Utility Electric/Instrum Engineer	McGee, James (Dennis)	1.0	\$105,682	10.11	52	Male	White	
2017	Business Tax Supervisor	Vacant	1.0	\$52,000	-	-	-	-	-
2017	Administrative Services Manager	Corliss Moragne	1.0	\$95,773	13.75	67	Female	Black	
2017	Energy Services Representative	Vacant	1.0	\$56,160	-	-	-	-	-
2017	Energy Services Representative	Tony McIntosh	1.0	\$48,165	31.84	53	Male	White	
2017	UtilityAcct&CustSvrSpec	Alan Webb	1.0	\$58,490	33.13	53	Male	White	
2017	Clerical Assistant II	Mendes Williams	1.0	\$48,957	18.93	41	Male	Black	
2017	Underground Utilities Technician I	Vacant	1.0	\$29,387	-	-	-	-	-
2017	Equipment Operator II	Russell Edwards	1.0	\$28,330	2.65	56	Male	Black	
2017	Equipment Operator III	James Kirkland	1.0	\$40,393	28.59	48	Male	White	
2017	Foreman-Water&WasteWtrDist	O'Quinn, Theron	1.0	\$43,536	14.07	33	Male	White	
2017	Foreman II	William Robinson	1.0	\$48,099	33.76	58	Male	Black	
2017	Maintenance/Construction Chief	Kirk Lavine	1.0	\$67,365	28.19	57	Male	Black	

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Fiscal Year	Position Title	Employee	FTE	Annual Salary	Years of Service	Age	Gender	Race	Fiscal Year Total
2017	Maintenance/Construction Chief	Danny Brown	1.0	\$57,930	27.5	58	Male	White	
2017	Maintenance/Construction Chief	Robert Sharman	1.0	\$55,458	26.19	54	Male	White	
2017	Maintenance/Construction Chief	Melvin Moore	1.0	\$61,385	34.74	60	Male	Black	
2017	Maintenance/Construction Chief	Bernard Bailey, Jr.	1.0	\$66,799	33.63	55	Male	White	
2017	Painter II	Loggins, Emanuel	1.0	\$32,907	5.7	40	Male	Black	
2017	Underground Utilities Tech I	Tacarrio Harrison	1.0	\$29,387	10.98	36	Male	Black	
2017	Underground Utilities Tech III	Tony Williams	1.0	\$40,905	18.64	44	Male	White	
2017	Utility Analyst	Shedrick Pugh	1.0	\$65,292	7.16	48	Male	Black	
2017	Wastewater Treatment Plant - CRO	Craig Dough	1.0	\$64,398	29.16	62	Male	White	
								FY2017 Total	49.00
							Total:	FY16-FY17	59.00

CITY OF TALLAHSSEE

2016-17 Position Reductions by Classification

Officials and Managers - Total 12

Occupations in which employees set broad policies, exercise overall responsibility for execution of these policies, or direct individual departments or special phases of the agency's operations, or provide specialized consultation on a regional, district or area basis.

- Assistant to the City Manager
- Administrative Services Manager
- Administrative Services Manager
- Asst. Director - Economic & Community Development
- Director Environmental Policy & Energy Resources
- Administrative Services Manager
- Director-Public Works
- Manager-Public Works Operation
- Superintendent-Transit Maintenance
- Transportation Finance Administration
- Administrative Supervisor
- General Manager-Utility Services

Professionals – Total 24

These managers' report to the executive/senior level managers and implement their plans and strategies. They oversee activities and functions at the group, regional or divisional level.

- Microcomputer Specialist
- Assistant Supervisor
- Chief Construction Administrator
- Program Architect
- Administrative Specialist I
- Administrative Specialist II
- Administrative Assistant
- Assistant General Manager
- Electric Regulatory Comp Analyst
- Engineer
- Program Engineer
- Public Info Specialist
- Supervisor, Recreation Center
- Administrative Specialist II
- Business Process Solutions Manager
- Utility Analyst
- Utility Account & Customer Services Specialist
- Energy Services Representative
- Energy Services Representative
- Business Tax Supervisor
- Technical Support Analyst I
- Technical Support Analyst II
- Water Utility Electric/Instrum Engineer
- Coordinator-EnviRegSecur

Technicians – Total 7

Occupations which require a combination of basic scientific or technical knowledge and manual skill which can be obtained through specialized post-secondary school education or through equivalent on-the-job training.

- Code Enforcement Officer
- Senior Traffic Management Tech
- Engineering Technician
- Underground Utilities Technician I
- Underground Utilities Tech I
- Underground Utilities Tech III
- Wastewater Treatment Plant - CRO

CITY OF TALLAHSSEE

2016-17 Position Reductions by Classification

Administrative Support – Total 1

Occupations in which workers are responsible for internal and external communication, recording and retrieval of data and/or information and other paperwork required in an office.

- Clerical Assistant II

Skilled Craft Workers – Total 9

Occupations in which workers perform jobs which require special manual skill and a thorough and comprehensive knowledge of the process involved in the work which is acquired through on-the-job training and experience or through apprenticeship or other formal training programs.

- Equipment Operator II
- Equipment Operator III
- Foreman-Water & Wastewater Distribution
- Maintenance/Construction Chief
- Maintenance/Construction Chief
- Maintenance/Construction Chief
- Maintenance/Construction Chief
- Painter II

Service-Maintenance – Total 6

Occupations in which workers perform duties which result in or contribute to the comfort, convenience, hygiene or safety of the general public or which contribute to the upkeep and care of buildings, facilities or grounds of public property.

- Foreman II
- Maintenance Repair Worker
- Maintenance Worker
- Maintenance Worker
- Maintenance Worker II
- Maintenance Worker II