



Legislation Text

File #: 17-0838, **Version:** 1

TO: Honorable Mayor & Members of the North Port Commission

FROM: Jonathan R. Lewis, ICMA-CM, City Manager

TITLE: Ordinance No. 2017-07, first reading, amending the Fiscal Year 2016-2017 Non-District Budget.

Recommended Action

Continue Ordinance No. 2017-07 to second reading on March 28, 2017.

Background Information

The Community Outreach Manager position became vacant in December of 2016. The vacancy allowed the opportunity to reexamine the critical needs of the office.

The vacancy allows the for the ability to shore up the City's external communications. Currently the communication efforts are decentralized to a variety of positions throughout the City. The proposed amendment takes an existing position and modifies its responsibilities to allow for one position to be responsible for the variety communications and outreach efforts of the City. The Community Outreach Manager (614) position would be retitled and regraded Communications Manager (617). This position would oversee the development, implementation and evaluation of communication strategies and public information for the City. The three other positions throughout the City that help facilitate the City's external communications will clear communications with the Communications Manager via established processes. The current Public Information Officer position (614) would be reclassified to a Community Outreach Coordinator (614).

Human Resources has evaluated the changes to these job descriptions and recommended that the reclassified job title and duties of the Communication Manager should be classified in the 617 pay grade rather than the 614 pay grade as the Community Outreach Manager is classified. The Community Outreach Coordinator should remain at the same grade as the PIO position. The current PIO will be promoted to the position of Communication Manager.

There are certain functions previously handled by the City Manager's Office for Community Outreach for those duties has been transferred to General Services as well. This transfer is in accordance with Ordinance No. 2016-28, Section 4, which allows for transfers within the General Fund. These functions are activities that correlated better to the areas of responsibility within General Services, most specifically related to Park and Recreation.

There is no increase needed to the current year's budget to accommodate this change.

The Police Department is seeking to contribute \$2,510 to the Neighborhood Watch Organization. The department has funding in the Forfeiture Fund in the amount of \$2,510 that is available for the contribution in accordance with Florida State Statute 932.7055(5). The program meets the requirements of the Forfeiture Fund which can only be budgeted with funds currently available. By law, the City cannot budget for programs in this fund prior to having the funds available. In accordance with State Statute, the Department must expend or donate no less than 25% of the forfeiture funds for the support or operation of any drug treatment, drug abuse education, drug prevention, crime prevention, safe neighborhood or school resource officer program or programs. The Departments funding requirement for this section for the current fiscal year is \$13,650. This contribution is the final expenditure needed to be in compliance with the State Statute.

Strategic Plan

Financially Responsible City Providing Quality Municipal Services

Financial Impact

The Law Enforcement Forfeiture Fund budget will increase by \$2,510 with funding coming from undesignated fund balance.

Procurement

N/A

Attachments:

1. Ordinance No. 2017-07

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