



City of Pensacola

222 West Main Street
Pensacola, FL 32502

Memorandum

File #: 19-00275

City Council

5/30/2019

LEGISLATIVE ACTION ITEM

SPONSOR: City Council President Andy Terhaar

SUBJECT:

STRATEGIC BUDGET PLANNER RECOMMENDATION

RECOMMENDATION:

That City Council approve Melanie Kruszona as the recommended candidate for the position of Strategic Budget Planner. Further, that City Council authorize the Council President to negotiate and enter into a letter of agreement with Ms. Kruszona for this position.

HEARING REQUIRED: No Hearing Required

SUMMARY:

In 2014, a Charter amendment was passed which authorized the City Council to establish the Office of the City Council, with the authority to hire certain staff:

“The City Council shall establish an Office of the City Council and shall have as its staff the following who shall be responsible to the City Council through the President of the Council.” 4.02(6) City Charter

“...The City Council, by ordinance, shall define the qualifications, pay and responsibilities of said employee in accordance with the City’s position classification code.” 4.02(6) City Charter - Budget Analyst

In 2015, City Council began the staffing process with the addition of a Council Executive and in early 2016 added an Executive Assistant to the City Council as well as a Council Assistant. In a continuation of the staffing efforts, and in keeping with the language set forth in the City Charter as approved by the electorate in a special referendum, the position to be filled is that of Budget Analyst / Strategic Budget Planner.

After a position posting and the receipt of 18 inquiries, Ms. Kruszona was determined to be the recommended choice for consideration by the City Council.

Current salary range for the position is \$41,662.40 - \$85,217.60.

PRIOR ACTION:

January 17, 2019 - City Council authorized a search for the position of Strategic Budget Planner

December 14, 2017 - City Council hired Butch Hansen as Strategic Budget Planner to the City Council

April 10, 2017 - City Council Overrode the Mayoral Veto of Item #17-00186

March 14, 2017 - Mayor Hayward exercised his Veto power on Item #17-00186

March 9, 2017 - City Council passed Legislative Action Item #17-00186 to begin process of hiring Budget Analyst to the City Council

December 8, 2016 - Action item brought before City Council, failing on a 3-3 vote

October 13, 2016 - Discussion Item presented to City Council, no action taken

August 19, 2016 - Legal Opinion rendered by the City Attorney regarding the hiring of a Budget Analyst

July 14, 2016 - Update provided to City Council regarding contact with potential firms to fill this position

May 12, 2016 - During a discussion item, Council discussed the process for hiring a Budget Analyst and requested that staff look at firms that may be able to fill that role on a contract basis

April 14, 2016 - Ordinance for Budget Analyst passed on second reading

March 17, 2016 - Ordinance for Budget Analyst presented for first reading

February 11, 2016 - Action item to direct Council Executive to begin search for a Budget Analyst

FUNDING:

Budget: \$ Within Budget

Actual: \$ TBD

FINANCIAL IMPACT:

Funds for this position are currently available within the budget

STAFF CONTACT:

Don Kraher, Council Executive

ATTACHMENTS:

- 1) Kruszona, Melanie cover letter
- 2) Kruszona, Melanie resume
- 3) Kruszona, Melanie application

PRESENTATION: No