

MEMORANDUM

DATE: October 8, 2020

TO: Honorable Chairman and Commission Members of the Lake Wales Community Redevelopment Agency (CRA)

FROM: James Slaton, Interim Executive Director

SUBJECT: Budget Amendment for Horticulturalist Position within the CRA

SYNOPSIS: *The Lake Wales Community Redevelopment Agency will consider approving a budget amendment to fund an additional staff position within the CRA.*

RECOMMENDATION

It is recommended the CRA Board take the following action(s):

1. Approve a budget amendment in the amount of \$60,000

BACKGROUND

The Interim Executive Director desires to add one additional staff position under the Community Redevelopment Agency and is requesting a budget amendment to cover the cost of the position's salary and benefits for the remainder of the fiscal year. The specific cost associated with the position is unknown at this time, as factors such as recruitment period will affect the final cost. The \$60,000 requested is an approximation based on typical salary ranges and is based on an assumption that the position is filled for the duration of the fiscal year.

The requested staff position is:

1. Horticulturalist

The purpose of the Horticulturalist position is to aid in the development of key CRA projects in accordance with the Lake Wales Connected Plan, such as plant selection in the Park Avenue Streetscape project. The Horticulturalist position will play a key role in ensuring the CRA's goal of becoming a "City in a Garden" is realized and successful.

OTHER OPTIONS

The CRA Board may deny the request for a budget amendment.

FISCAL IMPACT

Up to \$60,000 may be expended out of the CRA trust fund in FY21. Annual costs for future years may reach \$72,000 for salary and benefits; however, this figure is only an approximation at this time.

ATTACHMENTS

None.