

CITY MANAGER'S OFFICE

Mission

Our mission is to ensure that the City of Clearwater government provides the municipal services and infrastructure necessary for a high quality of life for all our citizens.

Program Description

The City of Clearwater is governed by a Council/Manager form of government with the City Manager, appointed by the City Council, serving as the chief executive and administrative officer of the City. The City Manager is a professional administrator retained by the City Council to administer the day-to-day operations and services of the City. The City Manager administers policies and legislation adopted by the City Council, directs all departments, offices and operations of the City, and prepares and administers the annual budget.

A staff directly supports the City Manager, consisting of two Assistant City Managers and an administrative staff. The Equity Services Manager, who also reports directly to the City Manager from within this program, oversees the City's Equal Employment Opportunity, Diversity and Americans with Disabilities Act programs. All departments within the City report directly to either the City Manager or one of the Assistant City Managers.

DEPARTMENT SUMMARY					
	Actual 2006/07	Actual 2007/08	Budget 2008/09	Budget 2009/10	% Change
Personnel	782,884	780,721	851,990	957,980	12%
Operating	68,841	55,420	82,810	88,530	7%
Internal Services	133,916	128,052	131,410	128,170	-2%
Transfers	100,000	100,000	100,000	100,000	0%
Capital	277	-	-	-	n/a
Total City Manager's Office	1,085,918	1,064,193	1,166,210	1,274,680	9%

DEPARTMENT FULL TIME EQUIVALENT POSITIONS				
	Actual 2006/07	Actual 2007/08	Budget 2008/09	Budget 2009/10
City Manager's Office	9.0	9.0	8.0	9.0
Total City Manager's Office	9.0	9.0	8.0	9.0

Program Highlights

- ❖ The City Manager's Office is supported by nine full time equivalent positions, an increase of one position from the 2008/09 budget. With the elimination of the Equity Services program, the position of Equity Services Manager has been consolidated into the City Manager's Office. This change results in the 12% increase in personnel service costs for the 2009/10 budget.
- ❖ As a result of consolidating some of the Equity Services program costs for the Equity Services Manager, such as consulting, travel, and training into the City Manager's Office, other operating costs reflects an increase of 7%.
- ❖ Transfers of \$100,000 provide funding the Special Program project for the "City Manager's Flexibility Fund" which provides a source of funding for the City Manager to handle small, unbudgeted problems that arise during any fiscal year. This is the same level of funding as provided in the 2008/09 budget.
- ❖ There have been no other significant changes in the City Manager's program. The budget for this department reflects a 9% increase from the 2008/09 budget.