



City of Gainesville Agenda Item Report

File Number: 2025-227

Agenda Date: March 27, 2025

Department: Office of Management & Budget

Title: 2025-227 Budget Administration Policy Update (B)

Department: Office of Management and Budget

Description: Request for City Commission to approve the updates to the Budget Administration Policy.

Fiscal Note: N/A

Explanation: The Budget Administration Policy is reviewed annually as part of the budget development process. The policy was last updated in September 2023 ([Agenda #2023-857](#)) to allow for an annual budget development process.

During this review cycle, the following proposed changes are recommended by staff:

In the section “Statement of Policy – Budget Authority of the City Manager” remove the following language:

The City Manager shall have the authority to reasonably deviate from the budgeted personnel schedule, within the parameters set forth in Human Resources Policy C-6. The City Manager may not increase the total number of budgeted positions by one-half (1/2) percent or more of the City Manager’s total FTE count. In Charter Officers’ departments with less than 20 authorized positions, one additional budgeted position may be approved by the Charter Officer.

This change is proposed in order to better manage personnel expenditures and increase transparency regarding positions throughout the City.

Strategic Connection:

- Goal 1: Equitable Community
- Goal 2: More Sustainable Community
- Goal 3: A Great Place to Live and Experience

- Goal 4: Resilient Local Economy
- Goal 5: “Best in Class” Neighbor Services

Recommendation: The City Commission approve the proposed changes to the Budget Administration Policy.