



**BACKGROUND PAPER FOR PROPOSED
ORDINANCE**

COUNCIL MEETING DATE: June 27, 2022

TO: President Heather Graham and Members of City Council

CC: Mayor Nicholas A. Gradisar

VIA: Marisa Stoller, City Clerk

FROM: Laura Solano, Chief of Staff
Marisa Pacheco, Human Resources Director

SUBJECT: AN ORDINANCE AMENDING THE FISCAL YEAR 2022 STAFFING ORDINANCE BY ADDING ONE (1) FULL-TIME POSITION ENTITLED FOOD PROJECT COORDINATOR TO THE AUTHORIZED STAFFING OF THE MAYOR'S OFFICE

SUMMARY:

The Mayor requests that one full-time position be added to the Mayor's Office for the purpose of providing full-time support for the Pueblo Food Project through June 30, 2025. The position is entirely funded through the State of Colorado Department of Law Grant, Project CI2207, Ordinance No. 10116.

PREVIOUS COUNCIL ACTION:

On December 28, 2021, Ordinance No. 10085 was approved by City Council. This Ordinance provided authorized staffing for Fiscal Year 2022.

BACKGROUND:

The Pueblo Food Project is currently staffed with one part-time employee working for the City coordinating efforts with an outside contracted vendor in support of the program. The part-time employee is entirely grant funded. The request is to convert this temporary position to a full-time classified position subject to Civil Service entitled Food Project Coordinator to allow for critical work to continue in support of the program through June 30, 2025, at which time the grant is anticipated to end.

The position will lead the Pueblo Food Project team members to co-facilitate and guide agenda creation for the work groups, task forces and lead various events connected to the project. A key responsibility for the position will be to develop a succession plan for the Pueblo Food Project outlining key transition activities when the grant ends and determining next steps for the program.

FINANCIAL IMPLICATIONS:

All costs associated with this proposal will be paid out of the State of Colorado Department of

Law Grant at an approximate cost of \$128,333.33 through June 20, 2025, at which time, the grant is anticipated to end.

BOARD/COMMISSION RECOMMENDATION:

Not applicable to this Ordinance.

STAKEHOLDER PROCESS:

Not applicable to this Ordinance.

ALTERNATIVES:

The suggested change allows for important transition work to occur in support of the Pueblo Food Project. If this is not approved, the hours that can be worked to perform these duties are substantially limited as only a part-time employee could continue working on the project.

RECOMMENDATION:

Approval of the Ordinance.

ORDINANCE NO. 10232

AN ORDINANCE AMENDING THE FISCAL YEAR 2022 STAFFING ORDINANCE BY ADDING ONE (1) FULL-TIME POSITION ENTITLED FOOD PROJECT COORDINATOR TO THE AUTHORIZED STAFFING OF THE MAYOR'S OFFICE

WHEREAS, it is necessary to revise the position for the ultimate efficiency and functionality for the Pueblo Food Project; NOW, THEREFORE,

BE IT ORDAINED BY THE CITY COUNCIL OF PUEBLO, that: (brackets indicate matter being deleted, underscore indicates matter being added)

SECTION 1.

The following sections captioned "Mayor's Office" of Ordinance No. 10085, being the 2022 Staffing Ordinance, is amended as follows:

| | |
|--|---------------------|
| <u>Mayor's Office</u> | |
| Mayor | 1 |
| Chief of Staff | 1 |
| Deputy Mayor | 1 |
| Director of Public Affairs | 1 |
| Grant & Resource Development Administrator | 1 |
| Secretary to the Mayor | 1 |
| Administrative Assistant | 1 |
| <u>Food Project Coordinator</u> | <u>1</u> |
| Total | [7] <u>8</u> |

SECTION 2.

The officers and staff of the City are authorized to perform any and all acts consistent with the intent of this Ordinance to implement the transactions described therein.

SECTION 3.

This Ordinance shall be deemed to amend the Fiscal Year 2022 Budget and staffing with respect to the number and allocation of positions within the Mayor's Office and shall become effective on the date of final action by the Mayor and City Council.

Action by City Council:

Introduced and initial adoption of Ordinance by City Council on June 27, 2022.

Final adoption of Ordinance by City Council on July 25, 2022.



President of City Council

Action by the Mayor:

Approved on July 28, 2022.

Disapproved on _____ based on the following objections:



Mayor

Action by City Council After Disapproval by the Mayor:

Council did not act to override the Mayor's veto.

Ordinance re-adopted on a vote of _____, on _____

Council action on _____ failed to override the Mayor's veto.

President of City Council

ATTEST



City Clerk