



## Legislation Details (With Text)

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**File created:** 7/26/2016    **In control:** Regular City Commission Meeting  
**On agenda:** 8/24/2016    **Final action:** 8/24/2016  
**Title:** RESOLUTION - AUTHORIZING THE RECLASSIFICATION OF THE LOCAL BUSINESS TAX POSITION TO AN OFFICE SPECIALIST III POSITION WITHIN THE ECONOMIC DEVELOPMENT DEPARTMENT.

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| Date      | Ver. | Action By                       | Action | Result |
|-----------|------|---------------------------------|--------|--------|
| 8/24/2016 | 1    | Regular City Commission Meeting |        |        |

**TO:** Mayor and City Commission

**FROM:** Douglas E. Smith, City Manager

**DATE:** August 24, 2016

RESOLUTION - AUTHORIZING THE RECLASSIFICATION OF THE LOCAL BUSINESS TAX POSITION TO AN OFFICE SPECIALIST III POSITION WITHIN THE ECONOMIC DEVELOPMENT DEPARTMENT.

**BACKGROUND:** This reclassification is a change in title only. The Department has one position for Office Specialist III (assigned to Local Business Tax Receipt duties). A second position, titled Local Business Tax Specialist, was included for a portion of FY 2016 for a retirement transition for the current Office Specialist III. The partial year position was advertised and approved by staff to be filled as an Office Specialist III rather than Local Business Tax Specialist. This agenda item seeks confirmation and approval by the Commission for the title change from Local Business Tax Specialist to Office Specialist III.

**RECOMMENDATION:** Approval.

**FISCAL IMPACT:** None

**CONTACT PERSON:** Benjamin J. Ziskal, AICP, CECd, Director of Economic Development