

City Manager

The City Manager is appointed by the City Council and serves as the Chief Administrative Officer responsible for management and execution of Council directions, policy implementation and City Department operations. Primary duties include implementing policies established by the Mayor and Council as well as making recommendations to the City Council regarding the annual budget, efficient delivery of city services, community relations, emergency management and strategies for achieving the community's strategic plan.

The City Manager's office also ensures that information is effectively communicated to the public, City staff, elected officials, and the media. All special event permitting and management are accomplished through this office, including the planning and execution of City sponsored events.

Department staff include the City Manager, Assistant City Manager, Public Information Officer, Special Events/Marketing Coordinator, and an Executive Assistant.

Goal	Objective	Performance Measure	FY 24	FY 25	FY26
Council Strategic Goal #1: Keep Venice Beautiful and Eco-Friendly	Work with Department Directors to incorporate green energy initiatives into City funded projects	Cost/Benefit review of green initiatives during the project design process	Completed	Completed	Fire Station 2, WWTP Floating Solar Project, Venice Community Center, Fleet Maintenance Facility, Fleet equipment
Council Strategic Goal #2: Provide Efficient, Responsive Government with High Quality Services	Develop, improve, update City policies, regulations, ordinances warranting revision, modification, or creation	Draft a minimum of four policy-level regulatory documents for Council review	Completed	Completed	4 or more
	Track, assign and assess the completion of Council staff directives, policies and procedures	Hold Director Staff Meetings after each Council meeting and assign directives	Completed	Completed	Update Council directive tracking list after each Director Meeting

Goal	Objective	Performance Measure	FY 24	FY 25	FY26
Council Strategic Goal #2: Provide Efficient, Responsive Government with High Quality Services	Institute a standardized process to provide timely department-level information to the City Council	Provide timely department-level presentations to City Council	Completed	Completed	Complete staff directives and update Council on all completion timelines
	Increase social media follows with standardized metrics	Increase documented connectivity with citizens by 10 percent	Completed	Completed	10% or more
	Inform residents and visitors of Council action, project updates, upcoming events, and other pertinent information	Produce a City newsletter for citizens, update City website, GIS mapping	Completed	Completed	Monthly distribution and updates
	Educate citizens about hurricanes/severe weather events, and what actions to take	Hurricane Expo, either in person or virtually with online video presentations and materials	Completed	Completed	Complete the annual Hurricane Expo and the Hurricane Guide
	Utilize selected communication tools for improved public awareness and citizen engagement	Conduct a minimum of 4 public presentations or forums	Completed	Completed	4 or more
Council Strategic Goal #5: Encourage and Support a Robust, Diverse Economy	Improve the special events regulatory process to provide for public safety, management of public property and to best serve the public interest	Review & update policies for special events, update specific criteria for issuance of permits, simplify permit application process	N/A	SE Guide Completed	Implement Special Event Planning Guide and Special Events Review Team (SERT)
	Support the successful accomplishment of special events and park reservations within the City for the benefit of the community	Issue special event permits, park reservations and City sponsored events	Completed	Completed	Plan & complete the Annual Holiday Parade, Fourth of July Fireworks and other City sponsored events

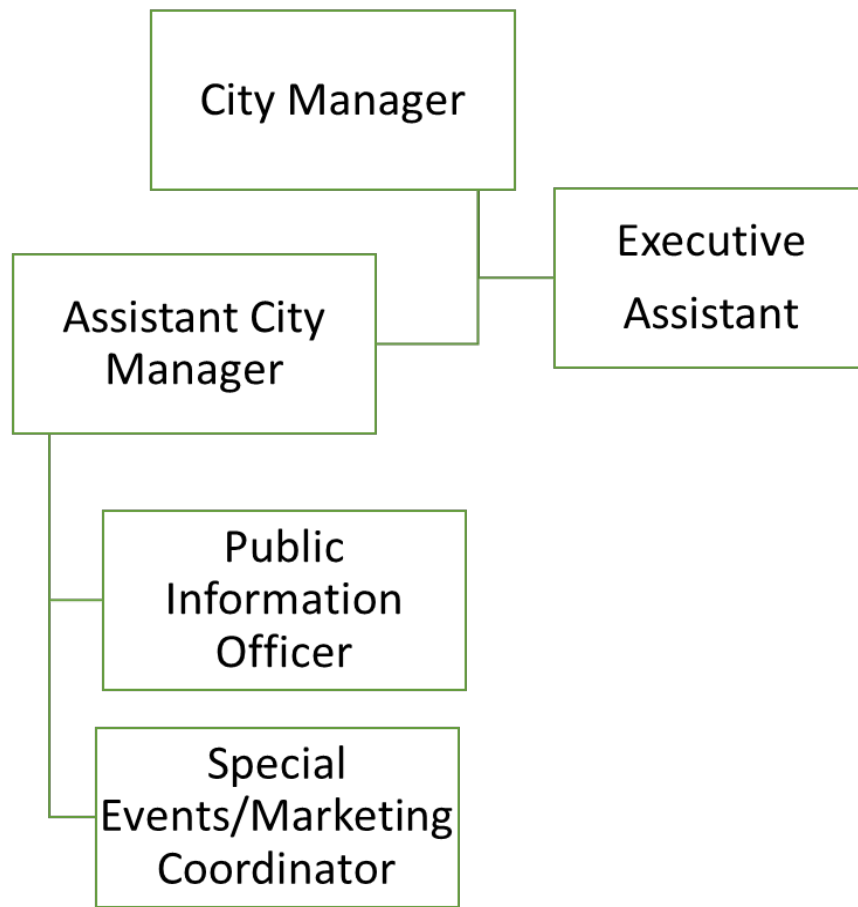
Goal	Objective	Performance Measure	FY 24	FY 25	FY26
Council Strategic Goal #6: Preserve the Venice Quality of Life through Proper Planning	Finalize the Centennial planning process and implement the Centennial Celebration	Engage the community to participate in the Centennial celebration schedule	Completed	Completed	Plan and complete the City events for the Centennial
	Increase resiliency, strengthen infrastructure, and enhance emergency preparedness	Implement recommendations from the Hurricanes Helene & Milton After-Action Report	N/A	AAR Drafted and Finalized	Establish timelines, budget, and department meetings to implement AAR recommendations

CITY OF VENICE CITY MANAGER EXPENDITURES													001-0201
6 mos. = 50% Unaudited													As of 5/23/25
Department 0201	Actual FY 2023	Actual FY 2024	Adopted Budget FY 2025	Amends/ Proj/Enc Rolls to FY 2025	Amended Budget FY 2025	YTD Thru 03/31/25	% YTD FY25	Expected FY 2025	Positive (Negative) Variance	Proposed Budget FY 2026	Incr (Decr) over FY25 Orig Budget	vs. 25 Orig Bud	FY2026 Budget Comments
Exp - Maintenance	0	0	0	0	0	2,769	-	0	0	0	0	-	
512.46-37 - REPAIR & MAINT / FLEET MAINT- LABOR	0	0	0	0	0	1,409	-						
512.46-38 - REPAIR & MAINT / FLEET MAINT- PARTS	0	0	0	0	0	1,360	-						
Exp - Miscellaneous, services and supplies	271,243	290,037	308,716	0	308,716	79,865	26%	308,716	0	278,650	(30,066)	-9.7%	
512.40-00 - TRAVEL AND TRAINING	10,087	41,530	33,800	0	33,800	15,477	46%	33,800	0	40,000	6,200	18.3%	This is: conferences & other
512.41-00 - COMMUNICATIONS SERVICES	4,446	3,545	0	0	0	0	-	0	0	0	0	-	
511.41-40 - COMMUNICATION SERVICES/IS	0	0	4,683	0	4,683	2,529	54%	4,683	0	3,267	(1,416)	-30.2%	Mobile Connectivity, phones, iPads
512.42-00 - FREIGHT & POSTAGE	18	0	605	0	605	0	0%	605	0	605	0	0.0%	
512.44-00 - RENTALS & LEASES	4,229	4,731	5,038	0	5,038	2,138	42%	5,038	0	5,038	0	0.0%	Sharp - printing services
512.48-00 - PROMOTIONAL ACTIVITIES	242,630	227,539	250,590	0	250,590	51,443	21%	250,590	0	215,340	(35,250)	-14.1%	Itemization available
512.51-00 - OFFICE SUPPLIES	5,843	7,122	7,200	0	7,200	3,561	49%	7,200	0	7,200	0	0.0%	
512.54-00 - BOOKS, PUB, SUB, MEMBERSP	3,990	5,570	6,800	0	6,800	4,717	69%	6,800	0	7,200	400	5.9%	
Exp - Professional Services	60,000	104,000	126,000	0	126,000	52,000	41%	126,000	0	126,000	0	0.0%	
512.31-00 - PROFESSIONAL SERVICES	60,000	104,000	126,000	0	126,000	52,000	41%	126,000	0	126,000	0	0.0%	This is: Cap City & Warkwick Consultants
Exp - Services and Supplies	39,507	1,590	1,200	0	1,200	461	38%	1,200	0	1,200	0	0.0%	
512.52-00 - OPERATING SUPPLIES	38,589	0	0	0	0	0	-	0	0	0	0	-	
512.52-35 - OPERATING SUPPLIES / GASOLINE	918	1,590	1,200	0	1,200	461	38%	1,200	0	1,200	0	0.0%	
operating	370,750	395,627	435,916	0	435,916	135,095	31%	435,916	0	405,850	(30,066)	-6.9%	

CITY MANAGER

STAFFING

CLASSIFICATION	Actual FY 2023	Actual FY 2024	Amended Budget FY 2025	Proposed Budget FY 2026
City Manager	1.00	1.00	1.00	1.00
Assistant City Manager	1.00	1.00	1.00	1.00
Public Information Officer	1.00	1.00	1.00	1.00
Special Events/Marketing Coordinator	1.00	1.00	1.00	1.00
Executive Assistant	1.00	1.00	1.00	1.00
Total Department Staff	5.00	5.00	5.00	5.00



CITY OF VENICE													
2ND OCCUPATIONAL LIC. FD #112													
REVENUES & EXPENDITURES													
6 mos. = 50%													
Fund 112 As of 04/18/25													
REVENUES & EXPENDITURES	FY2023 Actuals	FY2024 Actuals	Adopted Budget FY 2025	Project & Encumbr. Rolls	Amended Budget FY2025	YTD Thru 03/31/25	% YTD FY25	Expected FY 2025	Positive (Negative) Variance	Proposed Budget FY 2026	Incr (Decr) over FY25 Expected	Pct Incr (Decr)	FY2026 Budget Comments
Revenues:													
Grand Total - Revenues	10,172	7,199	9,500	0	9,500	1,813	19%	9,500	0	1,500	(8,000)	-84.2%	
Rev - Licenses and permits	7,128	2,594	7,050	0	7,050	0	0%	7,050	0	0	(7,050)	-100.0%	
321.20-02 - COUNTY OCCUPATIONAL LICENSES	7,128	2,594	7,050	0	7,050	0	0%	7,050	0	0	(7,050)	-100.0%	
Rev - Interest	3,044	4,605	2,450	0	2,450	1,813	74%	2,450	0	1,500	(950)	-38.8%	
361.10-00 - INTEREST ON INVESTMENTS	3,044	4,605	2,450	0	2,450	1,813	74%	2,450	0	1,500	(950)	-38.8%	
REVENUES & EXPENDITURES	FY2023 Actuals	FY2024 Actuals	Adopted Budget FY 2025	Project & Encumbr. Rolls	Amended Budget FY2025	YTD Thru 03/31/25	% YTD FY25	Expected FY 2025	Positive (Negative) Variance	Proposed Budget FY 2026	Incr (Decr) over FY25 Orig Bud	Pct Incr (Decr)	FY2026 Budget Comments
Expenditures:													Ord 93-21; EDAB recommendations
Grand Total - Expenditures	0	0	10,000	17,793	27,793	27,793	100%	10,000	17,793	75,967	65,967	659.7%	(fm City Mgr)
													For special events
Exp - Economic Environment (0201)	0	0	10,000	17,793	27,793	27,793	100%	10,000	17,793	75,967	65,967	659.7%	
559.48-00 PROMOTIONAL ACTIVITIES	0	0	10,000	17,793	27,793	27,793	100%	10,000	17,793	75,967	65,967	659.7%	FY26: \$29K EDC & \$47K Centennial Parade
Total Fund Analysis													
Revenues (Above)	10,172	7,199	9,500	0	9,500			9,500		1,500			
Expenditures (Above)	0	0	(10,000)	(17,793)	(27,793)			(10,000)		(75,967)			
Net Revenues	10,172	7,199	(500)	(17,793)	(18,293)			(500)		(74,467)			
Beginning Fund Balance	62,567	72,739	73,239					79,938		79,438			
Ending Fund Balance	72,739	79,938	72,739					79,438		4,971			A
Target Analysis - Fund Bal vs. Target													
	FY2023 Actuals	FY2024 Actuals	Adopted Budget FY 2025					Expected FY 2025		Proposed Budget FY 2026			
Ending Fund Balance	72,739	79,938	72,739					79,438		4,971			A
Target *	5,000	5,000	5,000					5,000		5,000			
Excess (Shortage)	67,739	74,938	67,739					74,438		(29)			
* Target in this fund is a \$5,000 working capital reserve.													