



# City of Lauderhill

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## File Details

**File Number: 20R-3733**

**File ID:** 20R-3733

**Type:** Resolution

**Status:** Agenda Ready

**Version:** 1

**Reference:**

**In Control:** City Commission Meeting

**File Created:** 06/30/2020

**File Name:** Purchasing and Inventory Supervisor Job Description

**Final Action:**

**Title:** RESOLUTION NO. 20R-07-125: A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF LAUDERHILL CREATING THE NEW JOB POSITION OF PURCHASING AND INVENTORY SUPERVISOR; APPROVING THE JOB DESCRIPTION FOR THE NEW POSITION OF PURCHASING AND INVENTORY SUPERVISOR; PROVIDING FOR AN EFFECTIVE DATE (REQUESTED BY INTERIM CITY MANAGER, DESORAE GILES-SMITH).

**Notes:**

**Sponsors:** Giles

**Enactment Date:**

**Attachments:** RES-20R-07-125-JOB-creation-Purchasing Inventory Supervisor.pdf, Purchasing and Inventory Supervisor 2020.pdf

**Enactment Number:**

**Contact:**

**Hearing Date:**

\* **Drafter:** rfennell@laudershill-fl.gov

**Effective Date:**

**Related Files:**

### History of Legislative File

Ver- sion:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
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### Text of Legislative File 20R-3733

RESOLUTION NO. 20R-07-125: A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF LAUDERHILL CREATING THE NEW JOB POSITION OF PURCHASING AND INVENTORY SUPERVISOR; APPROVING THE JOB DESCRIPTION FOR THE NEW POSITION OF PURCHASING AND INVENTORY SUPERVISOR; PROVIDING FOR AN EFFECTIVE DATE (REQUESTED BY INTERIM CITY MANAGER, DESORAE GILES-SMITH).

**Request Action:**

Request approval for the creation of the position, Purchasing and Inventory Supervisor.

**Need:**

To perform more responsible job functions to include first-line supervision.

**Summary Explanation/ Background:**

As the needs of the Division develop and grow, more responsible positions have to be created to perform these job functions.

**Attachments:**

#1 - Purchasing and Inventory Supervisor Job Description

**Cost Summary/ Fiscal Impact:**

This exempt position will be placed in Grade 49 of the Managerial/Confidential Pay Plan with a starting salary of \$58,331.58.

**Estimated Time for Presentation:**

less than 5 minutes.

**Master Plan:**

**Goal 1: Clean, Green Sustainable Environment**

- Increase mass transit ridership
- Reduce City energy consumption
- Reduce water consumption

**Goal 2: Safe and Secure City of Lauderhill**

- Crime in lower 50% in Broward
- Residents feel safe in neighborhood
- Reduce emergency fatalities

**Goal 3: Open Spaces and Active Lifestyle for all ages**

- Increase participation in youth sports
- Add new park land and amenities
- Increase attendance at cultural programs and classes

**Goal 4: Growing Local Economy, Employment and Quality of Commercial Areas**

- Increase commercial tax base
- Increase employment in Lauderhill businesses
- Decrease noxious and blighted uses in commercial areas

**Goal 5: Quality Housing at all Price Ranges and Attractive Communities**

- Neighborhood signs and active HOAs
- Housing & streets improved, litter reduced
- Increase proportion of single family homes and owner occupied housing

**Goal 6: Efficient and Effective City Government, Customer Focused & Values Diversity**

- Improves City efficiency
- Increase use of Information Technology
- Increases residents perception of Lauderhill as an excellent place to live