

City of New Rochelle
Development

MEMORANDUM

TO: Honorable Mayor and City Council
 THRU: Charles B. Strome, III, City Manager
 FROM: Kathleen E. Gill, Corp. Counsel/Interim Development Commissioner
 DATE: April 20, 2021
 SUBJECT: PROPOSED AMENDMENT TO 2021 BUDGET RE: NEW SUSTAINABILITY COORDINATOR POSITION - Proposed resolution creating position of Sustainability Coordinator within the Department of Development

Background

As the need to implement sustainability initiatives has grown, there is a corresponding need for staffing. Accordingly, it is proposed that the City create a Sustainability Coordinator position that will report to the Director of Planning and Sustainability within the Department of Development. This full-time position will be responsible for an array of tasks including, but not limited to the following:

- Securing and managing grants;
- Assisting sustainability-related committees such as the Energize Committee and the Ecology and Natural Resources Committee (ENRAC);
- Furthering and monitoring the implementation of GreeNR;
- Coordinating sustainability initiatives with other departments;
- Leveraging opportunities through Sustainable Westchester, ICLEI and other partner organizations; and
- Researching sustainability issues and initiatives.

Recommendation:

The Department of Development recommends that City Council create this position beginning May 1, 2021. The position is being funded through salary savings resulting from vacant positions. There is no net fiscal impact to the adopted budget.

LEGISLATION

RESOLUTION CREATING POSITION OF SUSTAINABILITY COORDINATOR WITHIN THE DEPARTMENT OF DEVELOPMENT.

WHEREAS, as the need to implement sustainability initiatives has grown, there is a corresponding need for staffing; and

WHEREAS, it is proposed that the City create a Sustainability Coordinator position that will report to the Director of Planning and Sustainability within the Department of Development; and

WHEREAS, this full-time position will be responsible for an array of tasks including, but not limited to the following:

- Securing and managing grants;
- Assisting sustainability-related committees such as the Energize Committee and the Ecology and Natural Resources Committee (ENRAC);
- Furthering and monitoring the implementation of GreeNR;
- Coordinating sustainability initiatives with other departments;
- Leveraging opportunities through Sustainable Westchester, ICLEI and other partner organizations; and
- Researching sustainability issues and initiatives; and

WHEREAS, there will be no budgetary impact due to salary savings from vacant positions; now, therefore

BE IT RESOLVED, that the City Council hereby approves the creation of the position of Sustainability Coordinator within the Department of Development commencing May 1, 2021.