

ORDINANCE 2020-01-30-0065

AMENDING THE FY 2020 ANNUAL OPERATING AND CAPITAL BUDGET TO ALLOW FOR COUNCIL STAFF JOB DESCRIPTIONS AND PAY RANGES TO IMPLEMENT THE RESULTS OF THE COUNCIL STAFF POLICY DISCUSSION AUTHORIZED IN THE FY 2020 BUDGET EFFECTIVE FEBRUARY 1, 2020, TO BE FUNDED THROUGH FUNDS CURRENTLY AVAILABLE IN THE FY 2020 GENERAL FUND BUDGET.

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WHEREAS, in accordance with the applicable provisions of the City Charter and the Texas Local Government Code, and pursuant to Ordinance No. 2019-09-12-0691, passed and approved September 12, 2019 (the “FY 2020 Budget Ordinance”), the City’s Annual Operating Budget for FY 2020 was adopted (the “Budget”); and

WHEREAS, the Budget contains the projected revenues and expenditures for the operations of the City for the Fiscal Year; and

WHEREAS, Section 5. Mayor and City Council Budgets, A. Mayor and City Council – Council Aide Services Budgets of the FY 2020 Budget Ordinance allocates \$513,440.00 to contract for Council Aide services of which \$375,760.00 is for Council Aide compensation; and

WHEREAS, City Staff recommends adoption of the pay ranges provided for in the Staff Recommendation; and

WHEREAS, City Staff recommends increasing the FTE allocated to each councilmember to seven and a half; and

WHEREAS, City Staff has recommended that the City Council personnel job descriptions included in the Staff Recommendation be adopted to include essential job functions; education and experience; and knowledge, skill and abilities allowing for administrative updates without the need to return to council, effective February 1, 2020; and

WHEREAS, City Staff recommends amending Section 5.A. to include these pay ranges to be adjusted annually with any City Council approved cost of living adjustments; and

WHEREAS, upon consideration of and deliberations upon the City Staff Recommendation, the City Council finds and determines that it is appropriate and in the best interests of the City to accept such recommendation; **NOW, THEREFORE:**

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF SAN ANTONIO:

SECTION 1. The FY 2020 Budget Ordinance is hereby amended so that Section 5.A. shall hereafter read as follows:

A. **Mayor and City Council - Council Aide Services Budgets.** The Mayor and each Councilmember shall be allocated \$592,556.00 to contract for Council Aide services in accordance with the provisions of this Section. Of this amount, the Mayor and each Councilmember shall be allocated \$375,760.00 for compensation of Council Aides, \$28,746.00 for payroll taxes, \$39,690.00 for healthcare insurance reimbursement, \$8,064.00 for parking allowance, \$16,800.00 for vehicle allowance, \$5,880.00 for cell phone allowance, \$10,500.00 for tuition reimbursement and the Student Loan Repayment Program, and \$28,000.00 for a matching contribution to an Individual Retirement Account that is the responsibility of the contract employee to establish (in accordance with Attachments 4.A and 4.B).

The Mayor and each Councilmember may use District Budget Council Aide Funds to contract for the services of no more than the equivalent of seven and a half (7.5) full-time Council Aides to assist them in serving constituents. Council Aides employed full-time can be paid no more than \$116,737.38 for the period from October 1, 2019 through September 30, 2020, regardless of the number of Councilmembers that a Council Aide is employed by during FY 2020. Payment for part-time Council Aides shall be paid on a pro-rata basis.

The following pay ranges for Council Aides are hereby established:

Council Aide Pay Ranges

Job Title	Range Minimum	Range Maximum
Constituent Services Representative I	\$31,200.00	\$46,800.00
Constituent Services Representative II	\$34,398.00	\$51,597.00
Constituent Services Director	\$43,901.54	\$65,852.31
Communications Director	\$43,901.54	\$65,852.31
Event Services Director	\$43,901.54	\$65,852.31
Policy Director	\$50,821.52	\$76,232.28
Special Assistant to Council	\$50,821.52	\$76,232.28
Zoning/Planning Director	\$50,821.52	\$76,232.28
Chief of Staff	\$72,960.86	\$116,737.38

Established pay ranges will be adjusted annually by the amount of any City Council approved cost of living adjustments and will allow for administrative updates without the need to return to City Council.

The City's Entry Wage of \$15.00 per hour as set by Section 11.B of the FY 2020 Budget Ordinance is hereby established as the Entry Wage for Full-Time Council Aides.

Council Aides are not City Employees, but are contract employees of the Mayor or the individual Councilmember. These Council Aides answer only to the Mayor or

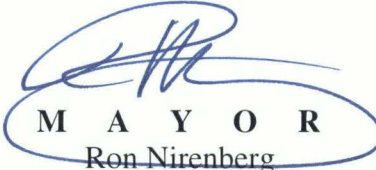
Councilmember by whom they are employed, and represent only the respective Mayor's or Councilmember's point of view in serving constituents. Attached hereto and incorporated herein for all purposes, as Attachments 4.C, 4.D and 4.E, are form contracts and form contract amendments to be utilized in contracting for such services. All contracts entered into pursuant to this subsection must be in substantially the same form and content as shown in the attached."

SECTION 2. FY 2020 Budget Ordinance in Full Force and Effect. Except as amended by the foregoing provisions of this Ordinance, the FY 2020 Budget Ordinance shall remain unchanged and in full force and effect.

SECTION 3. There is no fiscal language required in connection with the adoption of this Ordinance.

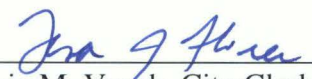
SECTION 4. Effective Date. This Ordinance is effective immediately, upon passage by eight (8) affirmative votes; otherwise, said effective date shall be ten (10) days from the date of passage hereof.

PASSED AND APPROVED this 30th day of January, 2020.




M A Y O R
Ron Nirenberg

ATTEST:


6007 Leticia M. Vacek, City Clerk

APPROVED AS TO FORM:


Andrew Segovia, City Attorney



City of San Antonio

City Council

January 30, 2020

Item: 29

File Number: 20-1481

Enactment Number:

2020-01-30-0065

Ordinance amending the FY 2020 Annual Operating and Capital Budget to allow for Council staff job descriptions and pay ranges to implement the results of the Council staff policy discussion authorized in the FY 2020 Budget effective February 1, 2020, to be funded through funds currently available in the FY 2020 General Fund Budget. [Ben Gorzell, Chief Financial Officer; Lori Steward, Director, Human Resources]

passed

Aye: 11 Nirenberg, Treviño, Andrews-Sullivan, Viagran, Rocha Garcia, Gonzales, Cabello Havrda, Sandoval, Pelaez, Courage and Perry