

ORDINANCE 2020-09-03-0592

CONFIRMING THE APPOINTMENT OF THE CITY CLERK OF SAN ANTONIO, IN ACCORDANCE WITH THE CHARTER OF THE CITY OF SAN ANTONIO; AS REQUESTED BY MAYOR RON NIRENBERG, CHAIRMAN OF THE COUNCIL GOVERNANCE COMMITTEE.

* * * * *

WHEREAS, Section 10 of the City of San Antonio City Charter provides that the City Council shall choose a City Clerk who shall keep the records of the Council and of the City, and who shall perform such other duties as may be required by the Charter or the Council; and

WHEREAS, after performing an extensive search for qualified candidates for the position of City Clerk, and after conducting numerous interviews, the City Council Governance Committee is now prepared to make a recommendation to the entire City Council for the position of City Clerk; **NOW THEREFORE:**

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

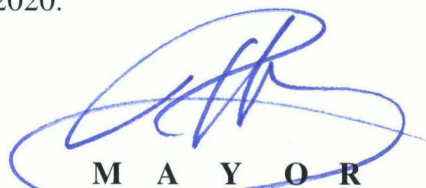
SECTION 1. In accordance with Section 10 of the City of San Antonio City Charter, the Mayor and City Council appoint Tina Flores as City Clerk of the City of San Antonio. The City Clerk shall be paid an annual salary in the amount of \$145,889.00.

SECTION 2. This appointment is made upon the terms and conditions set forth in the letter dated to Tina Flores, a copy of which is attached hereto and incorporated herein as **Exhibit A**.

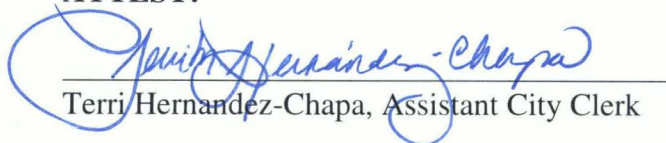
SECTION 3. Tina Flores will take office as the City Clerk upon her swearing in September 3, 2020. The authority granted to Tina Flores, as Acting City Clerk, pursuant to Ordinance No. 2020-03-05- 0167 expires upon her swearing in as City Clerk.

SECTION 4. This ordinance shall be effective immediately upon passage by eight affirmative votes; otherwise, it shall be effective on the tenth day after passage hereof.

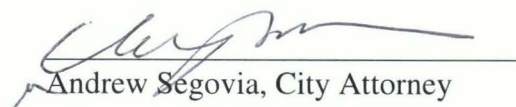
PASSED AND APPROVED this 3rd day of September 2020.


M A Y O R
Ron Nirenberg

ATTEST:


Terri Hernandez-Chapa, Assistant City Clerk

APPROVED AS TO FORM:


Andrew Segovia, City Attorney



City of San Antonio

City Council
September 3, 2020

Item: 4

Enactment Number:
2020-09-03-0592

NAME	MOTION	SECOND	ABSTAIN	AYE	NAY	ABSENT
Roberto Treviño Council District 1				√		
Jada Andrews-Sullivan Council District 2	√			√		
Rebecca Viagran Council District 3				√		
Adriana Rocha Garcia Council District 4				√		
Shirley Gonzales Council District 5				√		
Melissa Cabello Havrda Council District 6				√		
Ana Sandoval Council District 7		√		√		
Manny Pelaez Council District 8				√		
John Courage Council District 9				√		
Clayton Perry Council District 10				√		
Ron Nirenberg Mayor				√		

Comments:

Office of the City Clerk

KMC
09/3/20
Item No. 4

EXHIBIT A



CITY OF SAN ANTONIO

**RON NIRENBERG
MAYOR**

August 24, 2020

Ms. Tina Flores

Dear Ms. Tina Flores:

On behalf of the Mayor and City Council, we are pleased to offer you the position of City Clerk for the City of San Antonio. Your extensive experience in the City Clerk's Office makes you a valuable resource for our organization and in this leadership role as the City Clerk.

The following salary and benefits are offered to you, effective on your appointment to this position by the City Council and subject to annual budget appropriations:

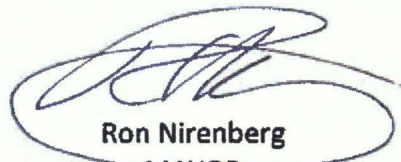
- **Base Salary: \$145,889 annually, paid bi-weekly**
- **Monthly Car Allowance: \$500 (\$6,000 per year)**
- **Monthly Cell Phone Allowance: \$70 (ends October 1st per FY21 Proposed Budget)**
- **Paid Leave: You will continue to accrue Annual and Personal leave at your current rate in accordance with the City's Leave Policy.**
- **Benefits: You will continue to have access to the City's health benefits plans. These plans include an annual physical exam benefit, for which you may visit your own physician, or you can utilize *Health by Design* to obtain an executive physical at no cost to you. Basic life insurance equivalent to your annual base salary is provided at no cost. Other optional health related products include non-subsidized group rated dental and vision plans, dependent and health care flexible spending accounts, additional life insurance, and short and long-term disability.**
- **Retirement/Deferred Compensation: You will continue participation in the Texas Municipal Retirement System (TMRS) with current rates of contribution being 6% from the employee with a two-to-one City matching rate. In addition to participation in TMRS, you also qualify for a match of up to 2% of your annual salary when you sign up for a 457 Deferred Compensation plan. For more information and to schedule an appointment with a provider, we encourage you to reach out to Human Resources Customer Service at 210-207-8705.**

Ms. Tina J. Flores
August 24, 2020
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Please note that neither this letter nor any other written or oral communication to you establishes an employment contract or an offer to enter an employment contract. The position of City Clerk is appointed by the Mayor and City Council and serves as an "at-will" employee, and all benefits described above are subject to and conditioned upon annual budget appropriations.

We look forward to working with you as the new City Clerk. If you have any questions or require additional information or assistance, please feel free to contact Lori Steward, Human Resources Director, at 210-207-1465.

Sincerely,



Ron Nirenberg
MAYOR