

1 Introduced by Council Member Carrico:
2
3

4 **ORDINANCE 2023-810**

5 AN ORDINANCE APPROPRIATING \$161,073, INCLUDING
6 \$100,000 FROM COUNCIL OPERATING CONTINGENCY AND
7 \$61,073 FROM THE COUNCIL PRESIDENT CONTINGENCY
8 TO COUNCIL STAFF SERVICES TO PROVIDE FUNDING FOR
9 POTENTIAL INCREASES TO SALARIES OF THE EXECUTIVE
10 COUNCIL ASSISTANTS AND THE SECRETARY (EXECUTIVE
11 COUNCIL ASSISTANT) TO THE COUNCIL PRESIDENT
12 WITHIN THE LEGISLATIVE BRANCH BASED ON THE
13 CHANGES TO THE PAY GRADES FOR THE POSITIONS;
14 WAIVING THE RELEVANT PROVISIONS OF SECTION
15 129.112 (COUNCIL RELATED SALARIES), CHAPTER 129
16 (COMPENSATION OF CITY OFFICIALS AND EMPLOYEES),
17 *ORDINANCE CODE*, TO AUTHORIZE THIS ACTION WITHOUT
18 RECEIPT OF A RECOMMENDATION AS TO THE PAY RANGE
19 FROM THE DIRECTOR OF THE EMPLOYEE SERVICES
20 DEPARTMENT OR ACTION BY THE COUNCIL EXECUTIVE
21 COMMITTEE TO DETERMINE THE NEW PAY GRADE;
22 DIRECTING ESTABLISHMENT AND PROVIDING A
23 PROSPECTIVE EFFECTIVE DATE OF DECEMBER 30, 2023
24 FOR THE PAY GRADE ADJUSTMENT; PROVIDING AN
25 EFFECTIVE DATE.

26
27 **BE IT ORDAINED** by the Council of the City of Jacksonville:

28 **Section 1. Appropriation.** For the 2023-2024 fiscal year,
29 within the City's budget, there is hereby appropriated the indicated
30 sum(s) from the account(s) listed in subsection (a) to the account(s)
31 listed in subsection (b):

1 (The account information is attached hereto as **Exhibit 1** and
2 incorporated herein by this reference)

3 (a) Appropriated from:

4 See **Exhibit 1** \$161,073

5 (b) Appropriated to:

6 See **Exhibit 1** \$161,073

7 (c) Explanation of Appropriation:

8 The funding above is an appropriation of \$161,073,
9 including \$100,000 from Council Operating Contingency and
10 \$61,073 from the Council President Contingency to Council
11 Staff Services salary and benefits accounts related to the
12 Executive Council Assistants and the Secretary (Executive
13 Council Assistant) to the Council President positions based
14 on changes to the pay grades for the positions to be
15 effective December 30, 2023.

16 **Section 2. Purpose.** The purpose of the appropriation in
17 Section 1 is to provide funding for potential increases to salaries
18 of the Executive Council Assistants and the Secretary (Executive
19 Council Assistant) to the Council President based on changes to the
20 pay grades. This action amounts to an approximately 14% adjustment
21 to the pay grade and salary cap for the enumerated positions and
22 would be effective on December 30, 2023.

23 **Section 3. Waiver of Relevant Provisions of Section**
24 **129.112, Ordinance Code.** Subsection 129.112(a), *Ordinance Code*,
25 which provides that the Director of the Employee Services Department
26 shall recommend to the Council Secretary and the Council Auditor the
27 assignment of each appointed employee and official position in the
28 Legislative Branch to a particular pay grade for recommendation to
29 the Council President, and Subsections 129.112(c) and 129.112(d),
30 *Ordinance Code*, which provide that the City Council Executive
31 Committee sets the pay grades for all the Executive Council Assistants

1 are hereby waived. These waivers are justified because the full
2 Council will have the opportunity to debate and take action on this
3 proposed legislation thus negating the need for review by the Council
4 Executive Committee.

5 **Section 4. Directing Establishment and Prospective**
6 **Effective Date of Pay Grade Adjustment.** The Employee Services
7 Department is hereby directed to establish new (or adjust current)
8 pay grades for the positions of Executive Council Assistant and
9 Secretary to the President - City Council. The current and proposed
10 new pay grade minimums and maximums for these positions are identified
11 in **Exhibit 2**, attached hereto and incorporated herein by this
12 reference. The changes provided for in this legislation shall become
13 effective on December 30, 2023.

14 **Section 5. Effective Date.** This Ordinance shall become
15 effective upon signature by the Mayor or upon becoming effective
16 without the Mayor's signature.

17
18 Form Approved:

19
20 /s/ Mary E. Staffopoulos

21 Office of General Counsel

22 Legislation Prepared By: Mary E. Staffopoulos

23 GC-#1598465-v2-ECA_Salary_Adjust_(Carrico).docx