

**CITY OF EL PASO, TEXAS
AGENDA ITEM
DEPARTMENT HEAD'S SUMMARY FORM**

DEPARTMENT: City Manager - Office of Management & Budget

AGENDA DATE: September 1, 2020

CONTACT PERSON/PHONE: K. Nicole Cote, Director of OMB, (915) 212-1092

DISTRICT(S) AFFECTED: All

SUBJECT:

Discussion and action to amend the FY2021 Budget Resolution to amend paragraph 21 to clarify and revise the one-time lump sum payment amount and the non-uniform employee classifications receiving the one-time payment and to add paragraph 73 to authorize the City Manager to approve a one-time percentage adjustment lump sum payment to appointed positions and job grades as defined in Ordinance 8064.

BACKGROUND / DISCUSSION:

The proposed amendments to the FY2021 Budget Resolution paragraph 21 to clarify and revise the one-time lump sum payment amount and the non-uniform employee classifications receiving the one-time payment and to add paragraph 73 to authorize the City Manager to approve a one-time percentage adjustment lump sum payment to appointed positions and job grades as defined in Ordinance 8064.

PRIOR COUNCIL ACTION:

The FY 2021 Adopted Budget was approved by City Council on August 18, 2020.


AMOUNT AND SOURCE OF FUNDING:

Estimated impact of \$2.6 million dollars is already included in FY 2021 Adopted Budget.

BOARD / COMMISSION ACTION:

N/A

*****REQUIRED AUTHORIZATION*****

DEPARTMENT HEAD:  **DATE:** 08/26/2020

RESOLUTION

WHEREAS, on August 18, 2020 pursuant to Section 7.3 of the City of El Paso municipal code, the City Council approved the FY2021 City budget by resolution (“Budget Resolution”); and

WHEREAS, the City desires to amend paragraph 21 of the FY2021 Budget Resolution to clarify and revise the job positions and amounts of one-time payment to non-uniformed employees; and

WHEREAS, City desires to add paragraph 73 to the FY2021 Budget Resolution to authorize the City Manager to approve a one-time percentage adjustment payment based on the annualized salaries of the full-time and part-time appointed positions and job pay grades as defined in Ordinance 8064 and associated job specifications.

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF EL PASO:

1. That paragraph 21 of the FY2021 Budget Resolution is amended as follows:

21. That the City Manager, is authorized to approve a one-time lump sum payment to non-uniformed employees within the City’s two major service classifications and the unclassified services as follows:

(A) Pay Grades GS

- Full Time: \$600, if City employee for a period of at least one year as of September 6, 2020.
- Full Time: \$300, if City employee for less than one year as of September 6, 2020.
- Part-Time \$300, if City employee for a period of at least one year as of September 6, 2020.
- Part-Time: \$150, if City employee for less than one year as of September 6, 2020.

(B) Pay Grade PM

- Full Time: \$400, if City employee for a period of at least one year as of September 6, 2020.
- Full Time: \$200, if City employee for less than one year as of September 6, 2020.
- Part-Time: \$200, if City employee for a period of at least one year as of September 6, 2020.
- Part-Time: \$100, if City employee for less than one year as of September 6, 2020.

2. That paragraph 73 is added to the FY2021 Budget Resolution as follows:

73. That the City Manager is authorized to approve a one-time percentage adjustment lump sum payment to the following appointed positions and job pay grades as defined in Ordinance 8064 and associated job specifications:

(A) City Manager and City Attorney	1.25% increase
(B) Assistant City Attorneys	.50% increase
(C) Appointed Municipal Court Judges	.50% increase
(D) Pay Grades EX 1 and EX 2	1.25% increase
(E) Pay Grades EX 3, EX 4 and EX 5	.50% increase
(F) Pay Grades GS and PM	.25% increase

The one-time percentage adjustment lump sum payment will be reflected in the October 23, 2020 payment to employees and will be based on the annualized salaries as of September 27, 2020 of the full-time and part-time positions identified in this paragraph. Employees must be of active status as of October 23, 2020. Provided however, that the City Manager may approve this one-time payment based on the availability of funds and other management factors as determined by the City Manager.

ADOPTED THIS _____ DAY OF _____ 2020.

CITY OF EL PASO:

Dee Margo, Mayor

ATTEST:

Laura D. Prine
City Clerk

APPROVED AS TO FORM:

Sol M. Cortez

Sol M. Cortez
Senior Assistant City Attorney

APPROVED AS TO CONTENT:

K. Nicole Cote

K. Nicole Cote, Director
Office of Management & Budget