

**ORDINANCE NO. 20210902-045**

**AN ORDINANCE ESTABLISHING COMPENSATION AND BENEFITS FOR THE MUNICIPAL COURT CLERK; AND REPEALING PART 1 OF ORDINANCE NO. 20200903-022.**

**BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF AUSTIN:**

**PART 1.** The city council establishes the following compensation and benefits for the municipal court clerk, Mary Jane Grubb:

- (A) Annual salary of \$159,598.40 paid in accordance with normal payroll practices.
- (B) The municipal court clerk shall receive the following benefits:
  - (1) choice of medical and dental plans currently offered to City employees;
  - (2) mandatory participation in the Employees' Retirement System, with a City subsidy equivalent to that provided City employees;
  - (3) annual physical examination, with the City reimbursing the clerk for up to \$500 for co-payments not covered by health plan;
  - (4) group term life insurance of one times annual salary;
  - (5) optional supplemental group term life insurance and dependent coverage currently offered to City employees;
  - (6) short-term disability insurance as provided in the benefits package for City employees;
  - (7) optional long-term disability insurance as provided in the benefits package for City employees;
  - (8) sick leave, accruing at a rate of 8 hours per month with no maximum accrual limit;
  - (9) vacation leave, accruing at a rate of 1.92 days per month (23 days per year) with a maximum accrual limit of 400 hours and limited to 240 hours pay-out upon separation of employment;
  - (10) paid holidays as designated by the council, with two additional personal holidays of the clerk's choosing;

- (11) wireless telephone allowance of up to \$43.86 each pay period (equivalent to \$1,140.36 annually), subject to applicable taxes;
- (12) service-incentive pay in accordance with City's Personnel Policies, Chapter A;
- (13) professional counseling through the Employee Assistance Program as provided in the benefits package for City employees;
- (14) optional participation in the City's FLEXTRA program and in deferred compensation programs as provided in the benefits package for City employees.

**PART 2.** Part 1 of Ordinance No. 20200903-022 is repealed.

**PART 3.** This ordinance takes effect the same date that pay adjustments for the City's non-sworn workforce become effective under the budget for the 2021-2022 fiscal year. The compensation and benefits established in this ordinance beyond the first day of the first pay period for fiscal year 2021-2022 are contingent upon their funding in the City's 2020-2021 budget. Part 1 of this ordinance shall cease to have effect on the last day of the last pay period for fiscal year 2021-2022. This ordinance does not create a definite term of employment for the municipal court clerk.

**PASSED AND APPROVED**

\_\_\_\_\_, September 2, 2021      §  
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APPROVED: Anne L. Morgan      ATTEST: Jannette S. Goodall  
Anne L. Morgan      Jannette S. Goodall  
City Attorney      City Clerk