

PROPOSED  
ORDINANCE NO. 05-16

ORDINANCE NO. 10-16

AN ORDINANCE  
TO BE ENTITLED:

AN ORDINANCE AMENDING SECTION 2-4 OF THE CODE OF THE CITY OF PENSACOLA, FLORIDA; CREATING SECTION 2-4-52 TO PROVIDE FOR THE CREATION OF THE POSITION OF BUDGET ANALYST TO THE CITY COUNCIL; PROVIDING FOR SEVERABILITY; REPEALING CLAUSE; PROVIDING AN EFFECTIVE DATE.

BE IT ORDAINED BY THE CITY OF PENSACOLA, FLORIDA:

SECTION 1. Section 2-4-52 of the Code of the City of Pensacola, Florida is hereby created to read as follows:

Sec. 2-4-52. – Budget Analyst.

- (a) *Legislative findings.* The City Council is authorized to create the position of Budget Analyst in accordance with Section 4.02(6) of the City Charter.
- (b) *Establishment.* There is hereby created the position of Budget Analyst whose designated function is to assist the City Council in the conduct of budgetary inquiries, analyses and making budgetary decisions.
- (c) *Qualifications.* Appointees serving as the Budget Analyst shall have the professional qualifications of a college degree in accounting, finance, or budget analysis and one (1) year of experience in accounting, finance and budget analysis. Two (2) years of pertinent experience may be substituted for each year of college lacking.
- (d) *Classification and Salary.* The City's position classification code classifies the position of Budget Analyst as GE-09. This classification carries a salary range of \$26,270 - \$43,868 as set forth in the City's Pay Scale Summary.
- (e) *Duties.* The duties of the Budget Analyst shall include:
  - 1. Providing a formal, comprehensive review and analysis of the proposed annual budget.
  - 2. Gathering, organizing, and analyzing data and information relative to budgetary issues.
  - 3. Providing comparative studies of other cities as they relate to municipal finance.
  - 4. Engaging in fiscal forecasting and planning.
  - 5. Analyzing the city's past, current, and proposed revenues and expenditures.
  - 6. Reviewing existing and potential tax revenues.

7. Analyzing federal, state, and local programs to determine sources of funding and appropriate expenditure options.
8. Reviewing the economic effects of proposed legislation.
9. Preparing fiscal and economic project analysis as directed by the City Council.
10. Providing policy research and fiscal analysis on proposed legislation.
11. Preparing such other reports relating to budgetary and legislative policy concerns directed by the City Council.
12. Making recommendations to the City Council in connection with the analysis, studies, and reports described herein.

(f) *Appointment and Removal.* The City Council shall appoint and may remove the Budget Analyst from office by a majority vote of the members of the City Council at any time, with or without cause.

SECTION 3. If any word, phrase, clause, paragraph, section or provision of this ordinance or the application thereof to any person or circumstance is held invalid or unconstitutional, such finding shall not affect the other provision or applications of the ordinance which can be given effect without the invalid or unconstitutional provisions or application, and to this end the provisions of this ordinance are declared severable.

SECTION 4. All ordinances or parts of ordinances in conflict herewith are hereby repealed to the extent of such conflict.

SECTION 5. This ordinance shall take effect on the fifth business day after adoption, unless otherwise provided pursuant to Section 4.03(d) of the City Charter of the City of Pensacola.

Adopted: April 14, 2016

Approved: s/Charles L. Bare  
President of City Council

Attest:

s/Ericka L. Burnett  
City Clerk