City Council
Called Work Session Minutes
Jacksonville, Alabama
June 8, 2020

The Council of the City of Jacksonville, Alabama, met on June 8, 2020, at 5:30 p.m. in the Municipal Court Room of the Public Safety Complex, 911 Public Safety Drive SW, Jacksonville, Alabama for a Called Work Session. Council President Pro-Tempore Jerry Parris called the meeting to order at 5:39 p.m. The following Council Members were present: Terry Wilson, Tony Taylor, and Coty Galloway. Council President Sandra Fox Sudduth was absent. Mayor Johnny L. Smith, City Administrator Albertha Grant, and City Clerk Brenda Sandoval were present.

COVID-19 MEETING RULES. City Clerk Brenda Sandoval read the COVID-19 meeting rules.

JOB DESCRIPTIONS. Albertha Grant and Joy Seijo presented the Council with the job descriptions for the City of Jacksonville. Each department head had the opportunity to meet with and discuss any issues or concerns on their department's descriptions.

- **Finance (Reevaluated):**
  - Recommended leaving the ranges and job titles as previously recommended and abolishing the Finance Director job description.
  - Finance Manager/Treasurer Range change from 18 to 21, Revenue Specialist job title change to Revenue Specialist I with updated job description and no change in Range, Revenue Specialist job title change to Revenue Specialist II with updated job description and Range change from 10 to 12, Revenue Specialist job title change to Revenue Specialist III with updated job description and Range change from 10 to 14.
  - Keeping the Finance Director/Treasurer position in case it is needed in the future.
  - PT Revenue Accountant position not needed; delete.
- **Street:** Minimal Changes
  - Records Clerk: Job description revised; no Range change.
  - Range changes as follows: Equipment Operator II from 11 to 12, Auto Mechanic from 13 to 17, and General Construction Specialist from 12 to 14.
  - Animal Control moved to Police Department
  - Stanley Carr addressed the difference between the Operator II pay for Street Department and the Utility Department. It was stated that the difference is because of the Gas Certification that the Utility Department must have for that position. Noted that in his job description, the last ADEM should be ALDOT. Requested looking into adding a couple of Foreman job descriptions (Not new positions just change job descriptions as such) at a later date.

OTHER BUSINESS. There was none.

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ADJOURNMENT. The meeting was adjourned at 6:00 p.m.

ATTEST:

Brenda Sandoval
City Clerk

Jerry Parris
Council President Pro-Tempore

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