

**CITY OF ENGLEWOOD
IN
MONTGOMERY COUNTY, OHIO**

ORDINANCE NO: 18-08

PASSED: July 24, 2018

**AN ORDINANCE: AMENDING THE ASSIGNMENT OF PAY GRADES FOR A
MAXIMUM NUMBER OF FULL-TIME POSITIONS
FOR FISCAL YEAR 2018.**

WHEREAS, Section 252.09 of the City of Englewood Codified Ordinances authorizes the Council to establish the number of positions of employment in the City service: and

WHEREAS, Section 252.10 of the City of Englewood Codified Ordinances authorizes the Council to establish pay grades for all positions in the City service.

**NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF
ENGLEWOOD, MONTGOMERY COUNTY, OHIO AS FOLLOWS:**

SECTION I That Section 252.09 of the Codified Ordinances of the City of Englewood is hereby amended, and the pay grades for a maximum number of full-time positions are assigned as follows:

<u>DEPARTMENT</u>	<u>MAX #</u>	<u>POSITION</u>	<u>PAY GRADE</u>
Management	1	City Manager	(per contract)
	1	Administrative Assistant to the Manager	12
	1	Information Technology Director	E-4
	1	Systems Engineer	17
	1	Human Service Director	E-2
Finance	1	Director of Finance	E-8
	1	Income Tax Administrator	E-2
	1	Income Tax Auditor	13
	2	Finance Clerk	12
Personnel	1	Director of Personnel/Asst. to Director of Finance	E-4
Police	1	Director of Police and Public	E-9

		Service	
1	Administrative Assistant		12
6	Dispatcher		11
3	Sergeant		(per contract)
16	Police Officer		(per contract)
Service			
1	Maintenance Superintendent		E-3
1	Administrative Assistant		11
2	Maintenance Service II		16
9	Maintenance Service I		12
2	Mechanic		16
1	Plant Superintendent		E-3
1	Chief Plant Operator		16
3	Plant Operator		13
1	Lab Technician		16
2	Custodian/Building Attendant		2
Development			
1	Director of Community/ Economic Development		E-7
1	Administrative Assistant		11
1	Building Inspector		19
1	Code Enforcement Officer		17
Fire			
1	Director of Fire & Rescue		E-8
<u>10</u>	Firefighter/Paramedic		15

76 Total Positions

SECTION II

That the Regular Pay Table, effective for all pay periods with a pay ending date in 2018, is hereby established as follows:

2018 REGULAR PAY TABLE

GRADE	A	B	C	D	E	F
1 HOURLY	12.96	13.57	14.26	14.94	15.72	16.49
ANNUAL	26956.80	28225.60	29660.80	31075.20	32697.60	34299.20
2 HOURLY	13.57	14.26	14.94	15.72	16.49	17.32
ANNUAL	28225.60	29660.80	31075.20	32697.60	34299.20	36025.60
3 HOURLY	14.26	14.94	15.72	16.49	17.32	18.18
ANNUAL	29660.80	31075.20	32697.60	34299.20	36025.60	37814.40
4 HOURLY	14.94	15.72	16.49	17.32	18.18	19.08
ANNUAL	31075.20	32697.60	34299.20	36025.60	37814.40	39686.40
5 HOURLY	15.72	16.49	17.32	18.18	19.08	20.06
ANNUAL	32697.60	34299.20	36025.60	37814.40	39686.40	41724.80

6	HOURLY	16.49	17.32	18.18	19.08	20.06	21.04
	ANNUAL	34299.20	36025.60	37814.40	39686.40	41724.80	43763.20
7	HOURLY	17.32	18.18	19.08	20.06	21.04	22.10
	ANNUAL	36025.60	37814.40	39686.40	41724.80	43763.20	45968.00
8	HOURLY	18.18	19.08	20.06	21.04	22.10	23.18
	ANNUAL	37814.40	39686.40	41724.80	43763.20	45968.00	48214.40
9	HOURLY	19.08	20.06	21.04	22.10	23.18	24.40
	ANNUAL	39686.40	41724.80	43763.20	45968.00	48214.40	50752.00
10	HOURLY	20.06	21.04	22.10	23.18	24.40	25.61
	ANNUAL	41724.80	43763.20	45968.00	48214.40	50752.00	53268.80
11	HOURLY	21.04	22.10	23.18	24.40	25.61	26.90
	ANNUAL	43763.20	45968.00	48214.40	50752.00	53268.80	55952.00
12	HOURLY	22.10	23.18	24.40	25.61	26.90	28.23
	ANNUAL	45968.00	48214.40	50752.00	53268.80	55952.00	58718.40
13	HOURLY	23.18	24.40	25.61	26.90	28.23	29.64
	ANNUAL	48214.40	50752.00	53268.80	55952.00	58718.40	61651.20
14	HOURLY	24.40	25.61	26.90	28.23	29.64	31.13
	ANNUAL	50752.00	53268.80	55952.00	58718.40	61651.20	64750.40
15	HOURLY	25.61	26.90	28.23	29.64	31.13	32.67
	ANNUAL	53268.80	55952.00	58718.40	61651.20	64750.40	67953.60
16	HOURLY	26.90	28.23	29.64	31.13	32.67	34.36
	ANNUAL	55952.00	58718.40	61651.20	64750.40	67953.60	71468.80
17	HOURLY	28.23	29.64	31.13	32.67	34.36	36.05
	ANNUAL	58718.40	61651.20	64750.40	67953.60	71468.80	74984.00
18	HOURLY	29.64	31.13	32.67	34.36	36.05	37.84
	ANNUAL	61651.20	64750.40	67953.60	71468.80	74984.00	78707.20
19	HOURLY	31.13	32.67	34.36	36.05	37.84	39.72
	ANNUAL	64750.40	67953.60	71468.80	74984.00	78707.20	82617.60
20	HOURLY	32.67	34.36	36.05	37.84	39.72	41.75
	ANNUAL	67953.60	71468.80	74984.00	78707.20	82617.60	86840.00
21	HOURLY	34.36	36.05	37.84	39.72	41.75	43.82
	ANNUAL	71468.80	74984.00	78707.20	82617.60	86840.00	91145.60

36.05 37.84 39.72 41.75 43.82 46.00

22 HOURLY ANNUAL	74984	78707.2	82617.6	86840	91145.6	95680
	37.84	39.72	41.75	43.82	46.00	48.29
23 HOURLY ANNUAL	78707.20	82617.60	86840.00	91145.60	95680.00	100443.20
	39.72	41.75	43.82	46.00	48.29	50.69
24 HOURLY ANNUAL	82617.60	86840.00	91145.60	95680.00	100443.20	105435.20
	41.75	43.82	46.00	48.29	50.69	53.25
25 HOURLY ANNUAL	86840.00	91145.60	95680.00	100443.20	105435.20	110760.00
	43.82	46.00	48.29	50.68	53.25	55.89
26 HOURLY ANNUAL	91145.60	95680.00	100443.20	105414.40	110760.00	116251.20
	88920.00	93350.40	97988.80	102835.20	108056.00	113422.40

SECTION III

That the Executive Pay Table, effective for all pay periods with a pay ending date in 2018, is hereby established as follows:

2018 EXECUTIVE PAY TABLE

Grade	Minimum	Maximum
E-1	\$60,991	\$78,817
E-2	\$63,346	\$84,459
E-3	\$67,585	\$90,048
E-4	\$71,780	\$95,686
E-5	\$76,019	\$101,330
E-6	\$80,215	\$106,970
E-7	\$84,386	\$112,608
E-8	\$88,517	\$118,126
E-9	\$92,679	\$123,766
E-10	\$96,941	\$129,486
E-11	\$101,111	\$135,078

SECTION IV

That pursuant to Section 2.05 of the Englewood Charter, and the Employment Agreement dated May 14, 1996, the Council of the City of Englewood, upon review of the compensation and employment conditions of the Manager, does hereby grant a cost-of-living increase in the salary of Eric A. Smith for fiscal year 2018 at the rate of two and one half per cent (2.5%) per annum.

SECTION V

That the City Manager may approve the appointment and compensation of part-time employees, as needed, for a permanent or temporary assignment, upon the recommendation of the appropriate department or division head and certification of funds from the Director of Finance.

SECTION VI

That discretion is hereby given to the Council and/or City Manager to authorize additional compensation to employees, in an amount deemed reasonable and appropriate, for exceptional performance.

SECTION VII

That it is hereby found and determined that all formal actions of this Council concerning and relating to the passage of this Ordinance were taken in an open meeting of this Council, and that all deliberations of this Council and of any committees that resulted in those formal actions were in meetings open to the public, in compliance with all legal requirements.

SECTION VIII

That this ordinance shall be in full force and effect at the earliest date allowed by law.

PASSED this 24th day of July, 2018.

Patricia Burnside
Patricia Burnside, Mayor

ATTEST:

Kerry Norman
Kerry Norman, Clerk of Council

C E R T I F I C A T E

I, Kerry Norman, Clerk of Council of the City of Englewood, Montgomery County, Ohio, do hereby certify the foregoing is a true and correct copy from the *Record of Proceedings* of said City. **WITNESS** my signature this 24th day of July, 2018.

Kerry Norman
Kerry Norman, Clerk of Council

CERTIFICATE OF POSTING

I, Kerry Norman, Clerk of Council of the City of Englewood, Montgomery County, Ohio, do hereby certify publication of the foregoing **ORDINANCE** was made as designated by Sections 224.01 and 224.02 of the Englewood Code.

Kerry Norman
Kerry Norman, Clerk of Council

CITY OF ENGLEWOOD EMPLOYEE HANDBOOK

APPENDIX C **2018**

<u>DEPARTMENT</u>	<u>MAX #</u>	<u>POSITION</u>	<u>PAY GRADE</u>
Management			
	1	City Manager	(per contract)
	1	Administrative Assistant to the Mgr.	12
	1	Information Technology (IT) Director	E-4
	1	Systems Engineer	17
	1	Human Service Director	E-2
Finance			
	1	Director of Finance	E-8
	1	Income Tax Administrator	E-2
	1	Income Tax Auditor	13
	2	Finance Clerk	12
Personnel			
	1	Dir. of Personnel/Asst. to Dir. of Finance	E-4
Police			
	1	Director of Police and Public Service	E-9
	1	Administrative Assistant	12
	6	Dispatcher	11
	3	Sergeant	(per contract)
	16	Police Officer	(per contract)
Service			
	1	Maintenance Superintendent	E-3
	1	Administrative Assistant	11
	2	Maintenance Service II	16
	9	Maintenance Service I	12
	2	Mechanic	16
	1	Plant Superintendent	E-3
	1	Chief Plant Operator	16
	3	Plant Operator	13
	1	Lab Technician	16
	2	Custodian/Building Attendant	2
Development			
	1	Director of Community/ Economic Development	E-7
	1	Administrative Assistant	11
	1	Building Inspector	19
	1	Code Enforcement Officer	17
Fire			
	1	Director of Fire & Rescue	E-8
	10	Firefighter/Paramedic	15

APPENDIX D

2018 PAY TABLES

GRADE	A	B	C	D	E	F
1 HOURLY ANNUAL	12.96 26956.80	13.57 28225.60	14.26 29660.80	14.94 31075.20	15.72 32697.60	16.49 34299.20
2 HOURLY ANNUAL	13.57 28225.60	14.26 29660.80	14.94 31075.20	15.72 32697.60	16.49 34299.20	17.32 36025.60
3 HOURLY ANNUAL	14.26 29660.80	14.94 31075.20	15.72 32697.60	16.49 34299.20	17.32 36025.60	18.18 37814.40
4 HOURLY ANNUAL	14.94 31075.20	15.72 32697.60	16.49 34299.20	17.32 36025.60	18.18 37814.40	19.08 39686.40
5 HOURLY ANNUAL	15.72 32697.60	16.49 34299.20	17.32 36025.60	18.18 37814.40	19.08 39686.40	20.06 41724.80
6 HOURLY ANNUAL	16.49 34299.20	17.32 36025.60	18.18 37814.40	19.08 39686.40	20.06 41724.80	21.04 43763.20
7 HOURLY ANNUAL	17.32 36025.60	18.18 37814.40	19.08 39686.40	20.06 41724.80	21.04 43763.20	22.10 45968.00
8 HOURLY ANNUAL	18.18 37814.40	19.08 39686.40	20.06 41724.80	21.04 43763.20	22.10 45968.00	23.18 48214.40
9 HOURLY ANNUAL	19.08 39686.40	20.06 41724.80	21.04 43763.20	22.10 45968.00	23.18 48214.40	24.40 50752.00
10 HOURLY ANNUAL	20.06 41724.80	21.04 43763.20	22.10 45968.00	23.18 48214.40	24.40 50752.00	25.61 53268.80
11 HOURLY ANNUAL	21.04 43763.20	22.10 45968.00	23.18 48214.40	24.40 50752.00	25.61 53268.80	26.90 55952.00
12 HOURLY ANNUAL	22.10 45968.00	23.18 48214.40	24.40 50752.00	25.61 53268.80	26.90 55952.00	28.23 58718.40
13 HOURLY ANNUAL	23.18 48214.40	24.40 50752.00	25.61 53268.80	26.90 55952.00	28.23 58718.40	29.64 61651.20
14 HOURLY ANNUAL	24.40 50752.00	25.61 53268.80	26.90 55952.00	28.23 58718.40	29.64 61651.20	31.13 64750.40
15 HOURLY ANNUAL	25.61 53268.80	26.90 55952.00	28.23 58718.40	29.64 61651.20	31.13 64750.40	32.67 67953.60
16 HOURLY ANNUAL	26.90 55952.00	28.23 58718.40	29.64 61651.20	31.13 64750.40	32.67 67953.60	34.36 71468.80

17 HOURLY ANNUAL	28.23 58718.40	29.64 61651.20	31.13 64750.40	32.67 67953.60	34.36 71468.80	36.05 74984.00
18 HOURLY ANNUAL	29.64 61651.20	31.13 64750.40	32.67 67953.60	34.36 71468.80	36.05 74984.00	37.84 78707.20
19 HOURLY ANNUAL	31.13 64750.40	32.67 67953.60	34.36 71468.80	36.05 74984.00	37.84 78707.20	39.72 82617.60
20 HOURLY ANNUAL	32.67 67953.60	34.36 71468.80	36.05 74984.00	37.84 78707.20	39.72 82617.60	41.75 86840.00
21 HOURLY ANNUAL	34.36 71468.80	36.05 74984.00	37.84 78707.20	39.72 82617.60	41.75 86840.00	43.82 91145.60
22 HOURLY ANNUAL	36.05 74984.00	37.84 78707.20	39.72 82617.60	41.75 86840.00	43.82 91145.60	46.00 95680.00
23 HOURLY ANNUAL	37.84 78707.20	39.72 82617.60	41.75 86840.00	43.82 91145.60	46.00 95680.00	48.29 100443.20
24 HOURLY ANNUAL	39.72 82617.60	41.75 86840.00	43.82 91145.60	46.00 95680.00	48.29 100443.20	50.69 105435.20
25 HOURLY ANNUAL	41.75 86840.00	43.82 91145.60	46.00 95680.00	48.29 100443.20	50.69 105435.20	53.25 110760.00
26 HOURLY ANNUAL	43.82 91145.60	46.00 95680.00	48.29 100443.20	50.68 105414.40	53.25 110760.00	55.89 116251.20

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E-9	\$92,679	\$123,766
E-10	\$96,941	\$129,486
E-11	\$101,111	\$135,078