

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

**ORDINANCE NO: 24-17**

**PASSED: DECEMBER 10, 2024**

**AN ORDINANCE: AMENDING THE ASSIGNMENT OF PAY GRADES FOR A MAXIMUM NUMBER OF FULL-TIME POSITIONS FOR FISCAL YEAR 2025**

**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, STATE OF 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	E-1
	1	Information Technology Director	E-4
	1	Systems Engineer	17
	1	Human Service Director	E-2
Finance	1	Director of Finance	E-8
	1	Asst. Finance Director	E-4
	1	Senior Income Tax Auditor	17
	1	Income Tax Auditor	13
	2	Finance Specialist	13
	1	Finance Clerk	10
Human Resources	1	Director of Human Resources	E-4
Police	1	Director of Police	E-8
	1	Records and Property Specialist	13
	1	Communications & Records Manager	16
	8	Dispatcher	12
	3	Sergeant	(per contract)
	19	Police Officer	(per contract)
	1	Police Officer Recruit	11

Service	1	Director of Public Works	E-6
	1	Maintenance Superintendent	E-3
	1	Administrative Assistant	12
	2	Maintenance Service II	16
	10	Maintenance Service I	12
	1	Mechanic	16
	1	Plant Superintendent	E-3
	1	Chief Plant Operator	16
	4	Plant Operator	13
	1	Lab Technician	16
	2	Custodian/Building Attendant	2
Development	1	Director of Community/ Economic Development	E-7
	1	Administrative Assistant	12
	1	Building Inspector	19
	1	Code Enforcement Officer	17
Fire	1	Director of Fire & Rescue	E-8
	1	Fire Marshall	E-2
	1	EMS Captain	E-2
	2	Community Paramedic	12
	<u>27</u>	Firefighter	(per contract as intended)
	108	Total Positions	

**SECTION II** That the Regular Pay Table, effective for all pay periods with a pay ending date in 2025, is hereby established as follows with step increases occurring on the first day of the pay period in which the step increase date falls:

**2025 REGULAR PAY TABLE**

GRADE	A	B	C	D	E	F
1 HOURLY	15.85	16.62	17.45	18.27	19.23	20.17
ANNUAL	32,968.00	34,569.60	36,296.00	38,001.60	39,998.40	41,953.60
2 HOURLY	16.62	17.45	18.27	19.23	20.17	21.20
ANNUAL	34,569.60	36,296.00	38,001.60	39,998.40	41,953.60	44,096.00
3 HOURLY	17.45	18.27	19.23	20.17	21.20	22.26
ANNUAL	36,296.00	38,001.60	39,998.40	41,953.60	44,096.00	46,300.80
4 HOURLY	18.27	19.23	20.17	21.20	22.26	23.36
ANNUAL	38,001.60	39,998.40	41,953.60	44,096.00	46,300.80	48,588.80
5 HOURLY	19.23	20.17	21.20	22.26	23.36	24.55
ANNUAL	39,998.40	41,953.60	44,096.00	46,300.80	48,588.80	51,064.00

6 HOURLY	20.17	21.20	22.26	23.36	24.55	25.76
ANNUAL	41,953.60	44,096.00	46,300.80	48,588.80	51,064.00	53,580.80
7 HOURLY	21.20	22.26	23.36	24.55	25.76	27.06
ANNUAL	44,096.00	46,300.80	48,588.80	51,064.00	53,580.80	56,284.80
8 HOURLY	22.26	23.36	24.55	25.76	27.06	28.36
ANNUAL	46,300.80	48,588.80	51,064.00	53,580.80	56,284.80	58,988.80
9 HOURLY	23.36	24.55	25.76	27.06	28.36	29.87
ANNUAL	48,588.80	51,064.00	53,580.80	56,284.80	58,988.80	62,129.60
10 HOURLY	24.55	25.76	27.06	28.36	29.87	31.35
ANNUAL	51,064.00	53,580.80	56,284.80	58,988.80	62,129.60	65,208.00
11 HOURLY	25.76	27.06	28.36	29.87	31.35	32.93
ANNUAL	53,580.80	56,284.80	58,988.80	62,129.60	65,208.00	68,494.40
12 HOURLY	27.06	28.36	29.87	31.35	32.93	34.56
ANNUAL	56,284.80	58,988.80	62,129.60	65,208.00	68,494.40	71,884.80
13 HOURLY	28.36	29.87	31.35	32.93	34.56	36.29
ANNUAL	58,988.80	62,129.60	65,208.00	68,494.40	71,884.80	75,483.20
14 HOURLY	29.87	31.35	32.93	34.56	36.29	38.12
ANNUAL	62,129.60	65,208.00	68,494.40	71,884.80	75,483.20	79,289.60
15 HOURLY	31.35	32.93	34.56	36.29	38.12	40.00
ANNUAL	65,208.00	68,494.40	71,884.80	75,483.20	79,289.60	83,200.00
16 HOURLY	32.93	34.56	36.29	38.12	40.00	42.06
ANNUAL	68,494.40	71,884.80	75,483.20	79,289.60	83,200.00	87,484.80
17 HOURLY	34.56	36.29	38.12	40.00	42.06	44.13
ANNUAL	71,884.80	75,483.20	79,289.60	83,200.00	87,484.80	91,790.40
18 HOURLY	36.29	38.12	40.00	42.06	44.13	46.32
ANNUAL	75,483.20	79,289.60	83,200.00	87,484.80	91,790.40	96,345.60
19 HOURLY	38.12	40.00	42.06	44.13	46.32	48.61
ANNUAL	79,289.60	83,200.00	87,484.80	91,790.40	96,345.60	101,108.80
20 HOURLY	40.00	42.06	44.13	46.32	48.61	51.10
ANNUAL	83,200.00	87,484.80	91,790.40	96,345.60	101,108.80	106,288.00
21 HOURLY	42.06	44.13	46.32	48.61	51.10	53.63
ANNUAL	87,484.80	91,790.40	96,345.60	101,108.80	106,288.00	111,550.40
22 HOURLY	44.13	46.32	48.61	51.10	53.63	56.31
ANNUAL	91,790.40	96,345.60	101,108.80	106,288.00	111,550.40	117,124.80

23 HOURLY	46.32	48.61	51.10	53.63	56.31	59.12
ANNUAL	96,345.60	101,108.80	106,288.00	111,550.40	117,124.80	122,969.60
24 HOURLY	48.61	51.10	53.63	56.31	59.12	62.05
ANNUAL	101,108.80	106,288.00	111,550.40	117,124.80	122,969.60	129,064.00
25 HOURLY	51.10	53.63	56.31	59.12	62.05	65.16
ANNUAL	106,288.00	111,550.40	117,124.80	122,969.60	129,064.00	135,532.80
26 HOURLY	53.63	56.31	59.12	62.04	65.16	68.41
ANNUAL	111,550.40	117,124.80	122,969.60	129,043.20	135,532.80	142,292.80

**SECTION III** That the Executive Pay Table, effective for all pay periods with a pay ending date in 2025, is hereby established as follows:

**2025 EXECUTIVE PAY TABLE**

<b>Grade</b>	<b>Minimum</b>	<b>Maximum</b>
E-1	\$74,651	\$96,469
E-2	\$77,533	\$103,374
E-3	\$82,723	\$110,216
E-4	\$87,857	\$117,116
E-5	\$93,045	\$124,024
E-6	\$98,181	\$130,928
E-7	\$103,287	\$137,828
E-8	\$108,342	\$144,583
E-9	\$113,436	\$151,484
E-10	\$118,653	\$158,487
E-11	\$123,757	\$165,331

**SECTION IV** That upon promotion from non-exempt (hourly) to exempt (salary) employment status, those accrued vacation hours that will be forfeited on the employee's next anniversary date may be paid at the current rate of pay.

**SECTION V**

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 2025 at the rate of four per cent (4.0%) per annum.

**SECTION VI**

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 VII**

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 VIII**

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 IX**

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

**PASSED this 10th day of December 2024.**

  
Cathy McGrail, Mayor

**ATTEST:**

  
Marla Goodrich, Clerk of Council

## CERTIFICATE

I, Marla Goodrich, 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 10th day of December 2025.

  
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Marla Goodrich, Clerk of Council

## CERTIFICATE OF POSTING

I, Marla Goodrich, 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.

  
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Marla Goodrich, Clerk of Council