

ORDINANCE NO. 2015-77

AMENDING PORTIONS OF CHAPTERS 131 AND 133  
OF THE BLUE ASH CODE OF ORDINANCES AND  
DECLARING AN EMERGENCY

Be it ordained by the Council of the City of Blue Ash, Ohio, not less than five (5) members thereof concurring,

SECTION I.

Sections 131.07-1, 131.07-2(a), 131.07-2(b), of Chapter 131 of the Blue Ash Code of Ordinances are hereby amended and re-enacted to read as set forth in the attachment hereto.

SECTION II.

Sections 133.18-1, 133.18-2(a) and 133.18-2(b) of Chapter 133 of the Blue Ash Code of Ordinances are hereby amended and re-enacted to read as set forth in the attachment hereto.

SECTION III.

The Treasurer is hereby authorized to expend the necessary funds therefor, which funds are hereby appropriated.

SECTION IV.

This ordinance is hereby declared to be an emergency measure necessary for the preservation of the public peace, health, safety and general welfare; the reason for the emergency being the immediate need to provide for certain personnel requirements of the City of Blue Ash, Ohio. Therefore, this ordinance shall take effect and be in force from and after its passage.

PASSED this 12<sup>th</sup> day of November, 2015.

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Lee Czerwonka, Mayor

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Jamie K. Eifert, Clerk of Council

APPROVED AS TO FORM:

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Bryan E. Pacheco, Solicitor

Classification	Position(s)	Grade
*Assistant City Manager	2	28 – 34
*Treasurer/Administrative Services Director	1	28 – 34
*Fire Chief	1	28 – 31
*Parks & Recreation Director	1	28 – 31
*Police Chief	(A)	28 – 31
*Public Works Director	1	28 – 31
*Police Captain	(A)	26P – 28
*Assistant Fire Chief	2(D)	26 – 28
<b>*Assistant Parks &amp; Recreation Director</b>	<b>1</b>	<b>26-28</b>
Police Lieutenant	(A)	25F – 26P
Fire Lieutenant	(J)	24FL
*Economic Development Director	1	24R – 26
*Banquet/Golf Superintendent	1(K)	24R – 25S
*Community Development Director	1	24R – 25S
<b>*Golf/Grounds Superintendent</b>	<b>1</b>	<b>24R – 25S</b>
*Finance Officer/Tax Commissioner	1	24R – 25S
*Fire Captain	2(D)	24R – 25S
*Project Coordinator	(L)	24R – 25S
*Technology Officer	1	24R – 25S
Fire Marshal	1	23II – 24R
*Human Resources Officer	1	23(I) – <del>26</del> 25S
*Assistant Service Director	1	23(I) – 25S
*Recreation & Sports Superintendent	1	<del>24R – 26</del> 22I - 25S
<b>*Parks &amp; Grounds Superintendent</b>	<b>1</b>	<b>22I - 25S</b>
*Service Superintendent	1	23(I) – 25S
*Community Development Program Administrator	1	23(I) – 24S
<b>*Parks Maintenance Superintendent</b>	<b>1</b>	<b>22(I) – 25S</b>
<b>*Parks &amp; Recreation Manager</b>	<b>3</b>	<b>18I – 21I</b>
Mechanic II	1	21R
Service Worker III	1	21R
Facilities Superintendent	1	20(I) – 23(I)
Maintenance Technician Specialist	1	19(II) – 21
Maintenance Technician	1	19(II) – 21
Service Coordinator	2	19(II) – 21(I)
Mechanic I	1	18R
Service Worker II	Varies	18R
Service Worker I	Varies	17R
Facilities Maintenance Supervisor	1	16(I) – 20(I)
*Assistant to the City Manager	1	15 – 23(II)
Grounds Supervisor	<del>(H)</del> 1	<del>15 – 20S</del> 19I
Recreation Supervisor	3	15 – 20(I)
*Golf Professional	(K)	15 – 19(I)
*Sales and Events Manager	1(K)	15 – 19(I)
Mayor's Court Coordinator	1	15 – 17(I)
Engineering Technician		14 – 18(I)
Grounds Maintenance Mechanic	1	14 – 19(II)
Laborer III	Varies	14 – 19(II)
Landscape/Irrigation Specialist II	<del>3</del> 4	14 – 19(II)
Account Clerk II	(I)	14 – 17(II)
Secretary	(B)	14 – 17(II)
Administrative Assistant	1	14 – 17(II)
Account Clerk I	(I)	13II – 16(II)
Administrative Clerk	(B)	<del>11</del> <del>13H</del> – 16(II)
Information Technology Technician	1	12 – 18I
<b>Clerk-Typist II</b>	<b>(B)</b>	<b>12 – 15</b>
Laborer II	Varies	11 – 16(II)
Landscape/Irrigation Specialist I	2	11 – 16(II)
Recreation Leader	3	11 – 15
<b>Clerk-Typist I</b>	<b>(B)</b>	<b>11 – 14</b>
*Sales and Events Coordinator	1(K)	10 – 12
*Community and Public Relations Coordinator	1(F)	9 – 18(I)
Laborer I	Varies	7 – 13(II)
Assistant Recreation Leader	Varies	6 – 12
Recreation Aide III	Varies	1 – 5

\*Salaried--no overtime or compensatory time.

**See section 133.18-1 for  
position classifications  
wage schedule for all  
position classifications  
appearing on this page.**

Classification	Position(s)	Grade	Range (see Note)		
*Assistant City Manager	2	28 – 34	\$	92,664.00	- \$ 146,515.20
*Treasurer/Administrative Services Director	1	28 – 34	\$	92,664.00	- \$ 146,515.20
*Fire Chief	1	28 – 31	\$	92,664.00	- \$ 124,092.80
*Parks & Recreation Director	1	28 – 31	\$	92,664.00	- \$ 124,092.80
*Police Chief	1	28 – 31	\$	92,664.00	- \$ 124,092.80
*Public Works Director	1	28 – 31	\$	92,664.00	- \$ 124,092.80
*Police Captain	(A)	26P – 28	\$	84,864.00	- \$ 107,328.00
*Assistant Fire Chief	2(D)	26 – 28	\$	84,011.20	- \$ 107,328.00
*Assistant Parks & Recreation Director	1	26 – 28	\$	84,011.20	- \$ 107,328.00
Police Lieutenant	(A)	25F – 26P	\$	76,814.40	- \$ 98,321.60
Fire Lieutenant	(J)	24FL	\$	74,990.76	- \$ 86,786.44
*Economic Development Director	1	24R – 26	\$	71,552.00	- \$ 97,364.80
*Banquet/Golf Superintendent	1(K)	24R – 25S	\$	71,552.00	- \$ 92,664.00
*Community Development Director	1	24R – 25S	\$	71,552.00	- \$ 92,664.00
*Golf/Grounds Superintendent	1	24R – 25S	\$	71,552.00	- \$ 92,664.00
*Finance Officer/Tax Commissioner	1	24R – 25S	\$	71,552.00	- \$ 92,664.00
*Fire Captain	2(D)	24R – 25S	\$	71,552.00	- \$ 92,664.00
*Project Coordinator	(L)	24R – 25S	\$	71,552.00	- \$ 92,664.00
*Technology Officer	1	24R – 25S	\$	71,552.00	- \$ 92,664.00
Fire Marshal	1	23II – 24R	\$	70,512.00	- \$ 82,867.20
*Human Resources Officer	1	23(I) – 26 25S	\$	68,307.20	- \$ 92,664.00
*Assistant Service Director	1	23(I) – 25S	\$	68,307.20	- \$ 92,664.00
*Recreation & Sports Superintendent	1	24R – 26 22I – 25S	\$	65,041.60	- \$ 92,664.00
*Parks & Grounds Superintendent	1	22I – 25S	\$	65,041.60	- \$ 92,664.00
*Service Superintendent	1	23(I) – 25S	\$	68,307.20	- \$ 92,664.00
*Community Development Program Administrator	1	23(I) – 24S	\$	68,307.20	- \$ 88,233.60
*Parks Maintenance Superintendent	1	22(I) – 25S	\$	65,041.60	- \$ 92,664.00
*Parks & Recreation Manager	3	18I – 21I	\$	56,139.20	- \$ 74,256.00
Mechanic II	1	21R	\$	60,569.60	- \$ 69,929.60
Service Worker III	1	21R	\$	60,569.60	- \$ 69,929.60
Facilities Superintendent	1	20(I) – 23(I)	\$	60,985.60	- \$ 79,102.40
Maintenance Technician Specialist	1	19(II) – 21	\$	56,118.40	- \$ 71,572.80
Maintenance Technician	1	19(II) – 21	\$	56,118.40	- \$ 71,572.80
Service Coordinator	2	19(II) – 21(I)	\$	56,118.40	- \$ 74,256.00
Mechanic I	1	18R	\$	54,974.40	- \$ 63,606.40
Service Worker II	Varies	18R	\$	54,974.40	- \$ 63,606.40
Service Worker I	Varies	17R	\$	52,478.40	- \$ 60,569.60
Facilities Maintenance Supervisor	1	16(I) – 20(I)	\$	49,504.00	- \$ 70,720.00
*Assistant to the City Manager	1	15 – 23(II)	\$	46,176.00	- \$ 81,598.40
Grounds Supervisor	(H) 1	15 – 20S 19I	\$	46,176.00	- \$ 68,244.80
Recreation Supervisor	3	15 – 20(I)	\$	46,176.00	- \$ 70,720.00
*Golf Professional	(K)	15 – 19(I)	\$	46,176.00	- \$ 68,244.80
*Sales and Events Manager	1(K)	15 – 19(I)	\$	46,176.00	- \$ 68,244.80
Mayor's Court Coordinator	1	15 – 17(I)	\$	46,176.00	- \$ 61,880.00
Engineering Technician		14 – 18(I)	\$	43,971.20	- \$ 65,124.80
Grounds Maintenance Mechanic	1	14 – 19(II)	\$	43,971.20	- \$ 64,916.80
Laborer III	Varies	14 – 19(II)	\$	43,971.20	- \$ 64,916.80
Landscape/Irrigation Specialist II	3 4	14 – 19(II)	\$	43,971.20	- \$ 64,916.80
Account Clerk II	(I)	14 – 17(II)	\$	43,971.20	- \$ 58,968.00
Secretary	(B)	14 – 17(II)	\$	43,971.20	- \$ 58,968.00
Administrative Assistant	1	14 – 17(II)	\$	43,971.20	- \$ 58,968.00
Account Clerk I	(I)	13II – 16(II)	\$	41,891.20	- \$ 56,118.40
Administrative Clerk	(B)	11 13H – 16(II)	\$	38,022.40	- \$ 56,118.40
Information Technology Technician	1	12 – 18I	\$	39,852.80	- \$ 65,124.80
Clerk-Typist II	(B)	12 – 15	\$	39,852.80	- \$ 53,435.20
Laborer II	Varies	11 – 16(II)	\$	38,022.40	- \$ 56,118.40
Landscape/Irrigation Specialist I	2	11 – 16(II)	\$	38,022.40	- \$ 56,118.40
Recreation Leader	3	11 – 15	\$	38,022.40	- \$ 53,435.20
Clerk-Typist I	(B)	11 – 14	\$	38,022.40	- \$ 50,918.40
*Sales and Events Coordinator	1(K)	10 – 12	\$	36,150.40	- \$ 46,176.00
*Community and Public Relations Coordinator	1(F)	9 – 18(I)	\$	34,361.60	- \$ 65,124.80
Laborer I	Varies	7 – 13(II)	\$	31,158.40	- \$ 48,443.20
Assistant Recreation Leader	Varies	6 – 12	\$	29,764.80	- \$ 46,176.00
Recreation Aide III	Varies	1 – 5	\$	23,316.80	- \$ 32,843.20

\*Salaried--No overtime or compensatory time.

Note: Above ranges are calculated employing a standard pay plan year consisting of 26 bi-weekly pay periods (2080 hours). As a 27 pay period year occurs on rare occasions due to calendar timing, as would be the case in 2010, the ranges above may be extended to accommodate such timing and related pay, employing the hourly rates in Sec. 133.18-1.

- (A) The total number of authorized full-time sworn officer positions is (38). The Police Department staffing configuration below the level of Police Chief : (2) Police Captains, (2) Police Lieutenants, (7) Sergeants, and no more than (26) Police Patrol Officers. The City Manager may authorize temporary increases or reductions in these numbers as necessary to address staffing issues due to vacancies.
  - (B) Combined number of ~~Clerk-Typist I, Clerk-Typist II,~~ Administrative Clerk and Secretary positions shall total (10) positions; Secretary positions shall not exceed (6) in any combination.
  - (C) Pursuant to the pension pick-up (salary reduction) provisions authorized by Ordinance No. 87-31, employees' in OPERS gross wages will be reduced by the applicable amount. Pursuant to the pension pick-up (salary reduction) provisions authorized by Ordinance 2004-72, police and fire employees' gross wages will be reduced by the applicable amount.
  - (D) Assistant Fire Chief and Fire Captain positions shall receive an additional \$3,000.00 annually (half paid in June and half paid in December) if they work a scheduled call-out assignment totaling 17 weeks throughout the year.
  - (E) The combined number of Dispatcher I and Dispatcher II positions shall not exceed six (6) positions.
  - (F) This position may be filled by a part-time employee on an hourly basis.
  - (G) Position Classification Plans and Wage Schedules for, Fire Department, and Police Department employees covered by collective bargaining agreements can be found in Sections 131.07-2(d), 131.07-2(e), 131.07-2(f), 131.07-2 (g), 131.07-2 (h), 133.18-2(d), 133.18-2(e), 133.18-2(f), 133.18-2(g), 133.18-2 (h).
  - (H) ~~Intentionally left blank. The total number of Grounds Supervisor positions shall be (2). Only the current Grounds Supervisor employee assigned to the Golf Division may be compensated at the Grade 20S pay level. The pay-grade range for future employees assigned to the Grounds Supervisor classification shall be 15-19(I). (1998, 2010)~~
  - (I) Combined number of Account Clerk I and Account Clerk II positions shall not exceed (7) positions.
  - (J) The total number of Fire Lieutenants shall not exceed (6) six positions. The City Manager may authorize temporary increases or reductions in these numbers as necessary to address staffing issues due to vacancies.
  - (K) The compensation for these positions are inclusive of supplemental pay practices/compensation as approved by the City Manager.
  - (L) The maximum number of Project Coordinator positions shall be one (1). This position may be filled by a part-time employee on an hourly basis, and in such instance the specifics of compensation and duration of appointment will be outlined in a memo issued by the City Manager.
- NOTE: Upon written advance approval of the City Manager, the Department Directors shall have the authority to demote employees for disciplinary purposes. Such demotions shall not increase or decrease the total number of employees in a department. In no instance shall the total number of supervisory positions increase in any department.

THE ANNUAL SALARY FIGURES REPRESENT A STANDARD PAY PLAN  
YEAR CONSISTING OF 26 BI-WEEKLY PAY PERIODS (2,080 HOURS).

Grade		STEP A	STEP B	STEP C	STEP D	STEP E	STEP F
1	H	\$11.21	\$11.55	\$11.89	\$12.24	\$12.60	\$12.95
	A	\$23,316.80	\$24,024.00	\$24,731.20	\$25,459.20	\$26,208.00	\$26,936.00
2	H	\$11.75	\$12.10	\$12.46	\$12.83	\$13.21	\$13.61
	A	\$24,440.00	\$25,168.00	\$25,916.80	\$26,686.40	\$27,476.80	\$28,308.80
3	H	\$12.34	\$12.71	\$13.09	\$13.47	\$13.86	\$14.31
	A	\$25,667.20	\$26,436.80	\$27,227.20	\$28,017.60	\$28,828.80	\$29,764.80
4	H	\$12.95	\$13.33	\$13.72	\$14.12	\$14.55	\$14.98
	A	\$26,936.00	\$27,726.40	\$28,537.60	\$29,369.60	\$30,264.00	\$31,158.40
5	H	\$13.61	\$14.02	\$14.42	\$14.86	\$15.28	\$15.79
	A	\$28,308.80	\$29,161.60	\$29,993.60	\$30,908.80	\$31,782.40	\$32,843.20
6	H	\$14.31	\$14.72	\$15.16	\$15.61	\$16.06	\$16.52
	A	\$29,764.80	\$30,617.60	\$31,532.80	\$32,468.80	\$33,404.80	\$34,361.60
7	H	\$14.98	\$15.43	\$15.87	\$16.35	\$16.82	\$17.38
	A	\$31,158.40	\$32,094.40	\$33,009.60	\$34,008.00	\$34,985.60	\$36,150.40
8	H	\$15.79	\$16.25	\$16.73	\$17.23	\$17.74	\$18.28
	A	\$32,843.20	\$33,800.00	\$34,798.40	\$35,838.40	\$36,899.20	\$38,022.40
9	H	\$16.52	\$17.01	\$17.52	\$18.02	\$18.55	\$19.16
	A	\$34,361.60	\$35,380.80	\$36,441.60	\$37,481.60	\$38,584.00	\$39,852.80
10	H	\$17.38	\$17.90	\$18.43	\$18.97	\$19.53	\$20.14
	A	\$36,150.40	\$37,232.00	\$38,334.40	\$39,457.60	\$40,622.40	\$41,891.20
11	H	\$18.28	\$18.82	\$19.37	\$19.94	\$20.53	\$21.14
	A	\$38,022.40	\$39,145.60	\$40,289.60	\$41,475.20	\$42,702.40	\$43,971.20
12	H	\$19.16	\$19.72	\$20.30	\$20.91	\$21.52	\$22.20
	A	\$39,852.80	\$41,017.60	\$42,224.00	\$43,492.80	\$44,761.60	\$46,176.00
13I	H	\$21.14	\$21.76	\$22.41	\$23.08	\$23.75	\$24.48
	A	\$43,971.20	\$45,260.80	\$46,612.80	\$48,006.40	\$49,400.00	\$50,918.40

Grade		STEP A	STEP B	STEP C	STEP D	STEP E	STEP F
13II	H	\$20.14	\$20.74	\$21.35	\$21.98	\$22.62	\$23.29
	A	\$41,891.20	\$43,139.20	\$44,408.00	\$45,718.40	\$47,049.60	\$48,443.20
14	H	\$21.14	\$21.76	\$22.41	\$23.08	\$23.75	\$24.48
	A	\$43,971.20	\$45,260.80	\$46,612.80	\$48,006.40	\$49,400.00	\$50,918.40
15	H	\$22.20	\$22.85	\$23.53	\$24.23	\$24.93	\$25.69
	A	\$46,176.00	\$47,528.00	\$48,942.40	\$50,398.40	\$51,854.40	\$53,435.20
16I	H	\$23.80	\$24.50	\$25.23	\$25.97	\$26.74	\$27.56
	A	\$49,504.00	\$50,960.00	\$52,478.40	\$54,017.60	\$55,619.20	\$57,324.80
16II	H	\$23.29	\$23.98	\$24.69	\$25.42	\$26.17	\$26.98
	A	\$48,443.20	\$49,878.40	\$51,355.20	\$52,873.60	\$54,433.60	\$56,118.40
17R	H	\$25.23	\$25.97	\$26.71	\$27.48	\$28.29	\$29.12
	A	\$52,478.40	\$54,017.60	\$55,556.80	\$57,158.40	\$58,843.20	\$60,569.60
17I	H	\$25.74	\$26.50	\$27.28	\$28.07	\$28.92	\$29.75
	A	\$53,539.20	\$55,120.00	\$56,742.40	\$58,385.60	\$60,153.60	\$61,880.00
17II	H	\$24.48	\$25.22	\$25.96	\$26.73	\$27.50	\$28.35
	A	\$50,918.40	\$52,457.60	\$53,996.80	\$55,598.40	\$57,200.00	\$58,968.00
18R	H	\$26.43	\$27.22	\$28.00	\$28.84	\$29.68	\$30.58
	A	\$54,974.40	\$56,617.60	\$58,240.00	\$59,987.20	\$61,734.40	\$63,606.40
18I	H	\$26.99	\$27.80	\$28.60	\$29.46	\$30.31	\$31.31
	A	\$56,139.20	\$57,824.00	\$59,488.00	\$61,276.80	\$63,044.80	\$65,124.80
18II	H	\$25.69	\$26.44	\$27.24	\$28.02	\$28.87	\$29.72
	A	\$53,435.20	\$54,995.20	\$56,659.20	\$58,281.60	\$60,049.60	\$61,817.60
19I	H	\$28.35	\$29.16	\$30.04	\$30.92	\$31.83	\$32.81
	A	\$58,968.00	\$60,652.80	\$62,483.20	\$64,313.60	\$66,206.40	\$68,244.80
19II	H	\$26.98	\$27.79	\$28.59	\$29.45	\$30.30	\$31.21
	A	\$56,118.40	\$57,803.20	\$59,467.20	\$61,256.00	\$63,024.00	\$64,916.80
20S	H	\$29.63	\$30.51	\$31.39	\$32.33	\$33.28	\$34.33
	A	\$61,630.40	\$63,460.80	\$65,291.20	\$67,246.40	\$69,222.40	\$71,406.40

Grade		STEP A	STEP B	STEP C	STEP D	STEP E	STEP F
20I	H	\$29.32	\$30.18	\$31.08	\$31.99	\$32.93	\$34.00
	A	\$60,985.60	\$62,774.40	\$64,646.40	\$66,539.20	\$68,494.40	\$70,720.00
20II	H	\$27.71	\$28.53	\$29.39	\$30.24	\$31.14	\$32.07
	A	\$57,636.80	\$59,342.40	\$61,131.20	\$62,899.20	\$64,771.20	\$66,705.60
21R	H	\$29.12	\$29.98	\$30.84	\$31.74	\$32.65	\$33.62
	A	\$60,569.60	\$62,358.40	\$64,147.20	\$66,019.20	\$67,912.00	\$69,929.60
21	H	\$29.72	\$30.62	\$31.51	\$32.44	\$33.39	\$34.41
	A	\$61,817.60	\$63,689.60	\$65,540.80	\$67,475.20	\$69,451.20	\$71,572.80
21I	H	\$30.79	\$31.71	\$32.64	\$33.60	\$34.58	\$35.70
	A	\$64,043.20	\$65,956.80	\$67,891.20	\$69,888.00	\$71,926.40	\$74,256.00
22I	H	\$31.27	\$32.19	\$33.15	\$34.13	\$35.13	\$36.26
	A	\$65,041.60	\$66,955.20	\$68,952.00	\$70,990.40	\$73,070.40	\$75,420.80
22	H	\$31.21	\$32.13	\$33.08	\$34.05	\$35.04	\$36.15
	A	\$64,916.80	\$66,830.40	\$68,806.40	\$70,824.00	\$72,883.20	\$75,192.00
23S	H	\$35.25	\$36.28	\$37.35	\$38.46	\$39.60	\$40.80
	A	\$73,320.00	\$75,462.40	\$77,688.00	\$79,996.80	\$82,368.00	\$84,864.00
23I	H	\$32.84	\$33.81	\$34.81	\$35.85	\$36.89	\$38.03
	A	\$68,307.20	\$70,324.80	\$72,404.80	\$74,568.00	\$76,731.20	\$79,102.40
23II	H	\$33.90	\$34.91	\$35.95	\$37.01	\$38.10	\$39.23
	A	\$70,512.00	\$72,612.80	\$74,776.00	\$76,980.80	\$79,248.00	\$81,598.40
24	H	\$35.87	\$36.91	\$38.00	\$39.13	\$40.28	\$41.49
	A	\$74,609.60	\$76,772.80	\$79,040.00	\$81,390.40	\$83,782.40	\$86,299.20
24FL*	H	\$27.21	\$28.00	\$28.85	\$29.69	\$30.58	\$31.49
	A	\$74,990.76	\$77,168.00	\$79,510.60	\$81,825.64	\$84,278.48	\$86,786.44
24R	H	\$34.40	\$35.42	\$36.47	\$37.54	\$38.63	\$39.84
	A	\$71,552.00	\$73,673.60	\$75,857.60	\$78,083.20	\$80,350.40	\$82,867.20
24S	H	\$36.63	\$37.71	\$38.84	\$39.98	\$41.16	\$42.42
	A	\$76,190.40	\$78,436.80	\$80,787.20	\$83,158.40	\$85,612.80	\$88,233.60



Grade		STEP A	STEP B	STEP C	STEP D	STEP E	STEP F
25S	H	\$38.47	\$39.61	\$40.77	\$41.98	\$43.21	\$44.55
	A	\$80,017.60	\$82,388.80	\$84,801.60	\$87,318.40	\$89,876.80	\$92,664.00
25	H	\$37.64	\$38.74	\$39.89	\$41.07	\$42.28	\$43.59
	A	\$78,291.20	\$80,579.20	\$82,971.20	\$85,425.60	\$87,942.40	\$90,667.20
25F	H	\$36.93	\$38.01	\$39.13	\$40.28	\$41.47	\$42.74
	A	\$76,814.40	\$79,060.80	\$81,390.40	\$83,782.40	\$86,257.60	\$88,899.20
26	H	\$40.39	\$41.59	\$42.82	\$44.07	\$45.38	\$46.81
	A	\$84,011.20	\$86,507.20	\$89,065.60	\$91,665.60	\$94,390.40	\$97,364.80
26P	H	\$40.80	\$42.00	\$43.23	\$44.52	\$45.83	\$47.27
	A	\$84,864.00	\$87,360.00	\$89,918.40	\$92,601.60	\$95,326.40	\$98,321.60
27S	H	\$42.42	\$43.67	\$44.95	\$46.29	\$47.64	\$49.08
	A	\$88,233.60	\$90,833.60	\$93,496.00	\$96,283.20	\$99,091.20	\$102,086.40
27	H	\$42.20	\$43.44	\$44.73	\$46.05	\$47.41	\$48.86
	A	\$87,776.00	\$90,355.20	\$93,038.40	\$95,784.00	\$98,612.80	\$101,628.80
28	H	\$44.55	\$45.87	\$47.21	\$48.61	\$50.05	\$51.60
	A	\$92,664.00	\$95,409.60	\$98,196.80	\$101,108.80	\$104,104.00	\$107,328.00
29	H	\$46.81	\$48.18	\$49.60	\$51.07	\$52.58	\$54.15
	A	\$97,364.80	\$100,214.40	\$103,168.00	\$106,225.60	\$109,366.40	\$112,632.00
30	H	\$49.08	\$50.53	\$52.03	\$53.55	\$55.13	\$56.86
	A	\$102,086.40	\$105,102.40	\$108,222.40	\$111,384.00	\$114,670.40	\$118,268.80
31	H	\$51.60	\$53.12	\$54.69	\$56.30	\$57.97	\$59.66
	A	\$107,328.00	\$110,489.60	\$113,755.20	\$117,104.00	\$120,577.60	\$124,092.80
32	H	\$54.15	\$55.73	\$57.39	\$59.08	\$60.82	\$62.67
	A	\$112,632.00	\$115,918.40	\$119,371.20	\$122,886.40	\$126,505.60	\$130,353.60
33	H	\$56.86	\$58.54	\$60.26	\$62.03	\$63.87	\$65.84
	A	\$118,268.80	\$121,763.20	\$125,340.80	\$129,022.40	\$132,849.60	\$136,947.20
34	H	\$59.66	\$61.42	\$63.23	\$65.09	\$67.00	\$70.44
	A	\$124,092.80	\$127,753.60	\$131,518.40	\$135,387.20	\$139,360.00	\$146,515.20

Note: The hourly rates expressed herein shall be utilized in 27 pay period years which occur approximately every 11 years.

\*24FL is for Fire Lieutenants on a 53 hour work week. Their hourly wage is based on 2756 hours rather than 2080 hours



**PERMANENT  
PART-TIME PERSONNEL**

<b>Classification</b>	<b>Position(s)</b>	<b>Grade</b>	<b>Range (see note)</b>		
Administrative Aide II	varies	24PP	31.62	-	36.61
Firefighter/Paramedic	varies(D)	21PP - 23PP	16.61	-	21.51
Firefighter/EMT	varies (D)	20PP - 22PP	16.16	-	20.42
Administrative Aide I	varies	19PP	24.65	-	28.52
Grounds Supervisor	varies	18PP	23.29	-	27.00
Secretary	varies	18PP	23.29	-	27.00
Police Clerk	varies	17PP	21.33	-	24.70
Parks & Recreation Supervisor II	varies	16PP	21.16	-	24.50
Account Clerk	varies	12 PP - 18PP	15.54	-	27.00
Parks & Recreation Supervisor I	varies	15PP	20.25	-	23.48
Police Technician	varies (C)	14PP - 25PP	18.29	-	27.87
Wildlife Management Officer	varies	14PP - 18PP	18.29	-	27.00
Parks & Recreation Leader III	varies	14PP	18.29	-	21.16
Parks & Recreation Leader II	varies	13PP	16.58	-	19.17
Mayor's Court Clerk	varies	13PP	16.58	-	19.17
Parks & Recreation Leader I	varies	12PP	15.81	-	18.29
Facility Maintenance Leader	varies	11PP - 16PP	15.13	-	24.50
Administrative Clerk	varies	6PP - 15PP	11.25	-	23.48
Laborer III (Service Department)	varies	11PP	15.13	-	17.46
Administrative Intern	varies	7PP - 10PP	12.18	-	16.64
Asst. Parks & Recreation Leader II	varies	10PP	14.35	-	16.64
Events Assistant	varies (E)	10PP - 15PP	14.35	-	23.48
Laborer III (Recreation Centers)	varies	10PP	14.35	-	16.64
Police Aide	varies	10PP	14.35	-	16.64
Asst. Parks & Recreation Leader I	varies	9PP	13.69	-	15.82
Laborer III (Golf Clubhouse)	varies	9PP	13.69	-	15.82
Laborer III (Golf/Parks/Grounds Maintenance)	varies	9PP	13.69	-	15.82
Information Technology Technician	varies	8PP - 25PP	13.00	-	27.87
Dispatcher	varies	8PP - 14PP	13.00	-	21.16
Youth and Adult Activities Coordinator	varies	8PP - 14PP	13.00	-	21.16
Parks & Recreation Specialist III	varies	8PP	13.00	-	15.11
Parks & Recreation Specialist II	varies	7PP	12.39	-	14.34
Parks & Recreation Specialist I	varies	6PP	11.25	-	13.07
Laborer II	varies	6PP	11.25	-	13.07
Parks & Recreation Aide IV	varies	5PP - 7PP	10.71	-	14.34
Auxiliary Police Officer (Paid)	varies (B)	3PP - 17 PP	9.27	-	24.28
Laborer I	varies	4PP	10.30	-	11.93
Parks & Recreation Aide III	varies	3PP - 5PP	9.27	-	12.41
Parks & Recreation Aide II	varies	2PP - 4PP	8.75	-	11.93
Parks & Recreation Aide I		1PP - 3PP	8.10	-	10.71
Server	varies (A)	1BPP*+ - 1PP	4.05	-	9.38

\* As of July 24, 2009 Step A and B of 1APP fall below the State minimum wage rate and may only be used for employees aged 14 or 15 years old as per Ohio Division of Industrial Compliance and Labor.

+Steps A through D of 1BPP fall below Federal and State Minimum wage rates and should only be used for tipped employees as per the Department of Labor and State regulations.

- (A) The City Manager is authorized to adjust these grades, as needed, to assure compliance with Minimum Wage changes in the State and Federal Law.
- (B) Upon authorization of the City Manager this position may be filled with a full-time employee.
- (C) Only those two Police Technicians actually employed on the date of passage of legislation (2010-30/07-08-10) may be compensated at the Grade 25PP pay level. The pay grade range for future employees assigned to the Police Technician classification shall be 14PP -17PP.
- (D) Part-time Fire and EMS personnel may be eligible for a supplemental "event" pay rate subject to authorization by the City Manager and as per Fire Department Policy and Procedure effective for hours worked or paid after July 1, 2010.
- (E) The compensation for these positions are inclusive of supplemental pay practices/compensation as approved by the City Manager.

**2016 WAGE AND SALARY SCHEDULE**

(Part-Time PERMANENT Personnel)

Hourly Rates

<b>Grade</b>	<b>Step A</b>	<b>Step B</b>	<b>Step C</b>	<b>Step D</b>
25PP	24.08	25.28	26.55	27.87
24PP	31.62	33.16	34.85	36.61
23PP	18.59	19.55	20.50	21.51
22PP	17.59	18.49	19.43	20.42
21PP	16.61	17.47	18.33	19.25
20PP	16.16	16.96	17.80	18.69
19PP	24.65	25.89	27.17	28.52
18PP	23.29	24.47	25.69	27.00
17PP	21.33	22.41	23.57	24.70
16PP	21.16	22.23	23.31	24.50
15PP	20.25	21.28	22.31	23.48
14PP	18.29	19.17	20.16	21.16
13PP	16.58	17.40	18.29	19.17
12PP	15.81	16.58	17.40	18.29
11PP	15.13	15.83	16.64	17.46
10PP	14.35	15.13	15.83	16.64
9PP	13.69	14.34	15.11	15.82
8PP	13.00	13.69	14.34	15.11
7PP	12.39	13.00	13.69	14.34
6PP	11.25	11.82	12.41	13.07
5PP	10.71	11.24	11.80	12.41
4PP	10.30	10.81	11.36	11.93
3PP	9.27	9.71	10.20	10.71
2PP	8.75	9.21	9.64	10.12
1PP (OHIO)	8.10	8.51	8.93	9.38
1APP (FED.)*	7.25	7.61	7.99	8.39
1BPP (FED.) <sup>+</sup>	4.05	4.25	4.47	4.69

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+Steps A through D of 1BPP fall below Federal and State Minimum wage rates and should only be used for tipped employees as per the Department of Labor and State regulations.

**2016 POSITION CLASSIFICATION PLAN**  
**SEASONAL**  
**PART-TIME PERSONNEL**

<b>Classification</b>	<b>Position(s)</b>	<b>Grade</b>	<b>Range (see note)</b>
Parks & Recreation Supervisor II	varies	16PS	18.83 - 21.82
Parks & Recreation Supervisor I	varies	15PS	18.03 - 20.90
Parks & Recreation Leader III	varies	14PS	16.28 - 18.83
Parks & Recreation Leader II	varies	13PS	14.76 - 17.07
Parks & Recreation Leader I	varies	12PS	14.07 - 16.28
Laborer III (Service Department)	varies	11PS	13.46 - 15.54
Asst. Parks & Recreation Leader II	varies	10PS	12.77 - 14.80
Laborer III (Recreation Centers)	varies	10PS	12.77 - 14.80
Asst. Parks & Recreation Leader I	varies	9PS	12.18 - 14.08
Laborer III (Golf Clubhouse)	varies	9PS	12.18 - 14.08
Laborer III (Golf/Parks/Grounds Maintenance)	varies	9PS	12.18 - 14.08
Parks & Recreation Specialist III	varies	8PS	11.57 - 13.44
Parks & Recreation Specialist II	varies	7PS	11.03 - 12.76
Parks & Recreation Specialist I	varies	6PS	10.02 - 11.63
Laborer II	varies	6PS	10.02 - 11.63
Parks & Recreation Aide IV	varies	5PS	9.54 - 11.04
Laborer I	varies	4PS	9.16 - 10.61
Parks & Recreation Aide III	varies	3PS – 5PS	8.25 - 11.04
Parks & Recreation Aide II	varies	2PS – 4PS	8.10 - 10.61
Parks & Recreation Aide I	varies (A)	1PS – 3PS	8.10 - 9.54
Server	varies (A)	1BPS* <sup>+</sup> – 1PS	4.05 - 8.39

\* As of July 24, 2009 Step A and B of 1APS fall below the State minimum wage rate and may only be used for employees aged 14 or 15 years old as per Ohio Division of Industrial Compliance and Labor.

+Steps A through D of 1BPS fall below Federal and State Minimum wage rates and should only be used for tipped employees as per the Department of Labor and State regulations.

Note: Above ranges are calculated employing a standard pay plan year consisting of 26 bi-weekly pay periods (2080 hours). As a 27 pay period year occurs on rare occasions due to calendar timing, as would be the case in 2010, the ranges above may be extended to accomodate such timing and related pay, employing the hourly rates in Sec. 133.18-2(b).

**2016 WAGE AND SALARY SCHEDULE**(Part-time **SEASONAL** Personnel)

Hourly Rates

Grade	Step A	Step B	Step C	Step D
16PS	18.83	19.78	20.76	21.82
15PS	18.03	18.94	19.86	20.90
14PS	16.28	17.07	17.95	18.83
13PS	14.76	15.49	16.28	17.07
12PS	14.07	14.76	15.49	16.28
11PS	13.46	14.09	14.80	15.54
10PS	12.77	13.46	14.09	14.80
9PS	12.18	12.76	13.44	14.08
8PS	11.57	12.18	12.76	13.44
7PS	11.03	11.57	12.18	12.76
6PS	10.02	10.53	11.04	11.63
5PS	9.54	10.01	10.50	11.04
4PS	9.16	9.63	10.10	10.61
3PS	8.25	8.65	9.08	9.54
2PS	8.10	8.51	8.94	9.39
1PS (OHIO)	8.10	8.51	8.94	9.39
1APS (FED.)*	7.25	7.61	7.99	8.39
1BPS (FED.) <sup>+</sup>	4.05	4.25	4.46	4.68

\*As of July 24, 2009 Steps A and B of 1APS fall below the State minimum wage rate and may only be used for employees aged 14 and 15 years old as per Ohio Division of Industrial Compliance and Labor.

+Steps A through D of 1BPS fall below Federal and State Minimum wage rates and should only be used for tipped employees as per the Department of Labor and State regulations.

## **ASSISTANT PARKS AND RECREATION DIRECTOR**

**GENERAL STATEMENT OF DUTIES:** Performs as an integral link to the Recreation Director, specifically serving as manager and coordinator of the Recreation, Golf, Banquet, Golf Maintenance and Parks Maintenance divisions. The Assistant is responsible for assuring the effective and efficient delivery of park and recreation services while coordinating and communicating City policy and philosophy to meet overall organizational objectives.

**DISTINGUISHING FEATURES OF THE CLASS:** The employee must possess comprehensive knowledge of municipal park, sports and recreation programming and be able to assist in developing and administering a broad diversified program of activities and services to meet the needs of citizens of all ages. The employee functions with a high degree of independence in directing and coordinating the activities of the Recreation/Sports Superintendent and the Parks and Grounds Superintendent.

**EXAMPLES OF WORK: (Illustrative Only)**

- Directs and coordinates the activities and operations of Recreation, Parks, Banquet, Golf, and Golf and Grounds Maintenance Divisions;
- Confers with the Director regarding priorities, policies, programs and performance levels desired with respect to the Recreation, Parks, Banquet, Golf and Grounds Maintenance Divisions in relation to overall organizational objectives;
- Keeps the Director informed of new developments concerning various Parks and Recreation Divisions
- Supervises and evaluates the performance of the Recreation/Sports Superintendent, Parks and Grounds Superintendent
- Assists in organizing, assigning and training all park and recreation personnel
- Assists in the preparation of departmental budget

**REQUIRED KNOWLEDGE, SKILLS AND ABILITIES:** Comprehensive knowledge of modern management techniques; general administrative knowledge in providing the highest level of parks and recreation services; excellent management abilities and skills; good public speaking ability; good public relations skills; excellent leadership abilities.

**ACCEPTABLE EXPERIENCE AND TRAINING:** Extensive experience in public and/or parks and recreation administration; graduation from a college or university of recognized standing, preferably with a master's degree; or any equivalent combination of experience and training which provides the required knowledge, skills and abilities.

## **PARKS AND GROUNDS SUPERINTENDENT**

**GENERAL STATEMENT OF DUTIES:** This employee is a member of the municipal management team, with primary responsibility for maintenance, appearance and improvements of City park grounds, Municipal and Safety Center grounds, Recreation Center grounds, Sports Center grounds, Summit Park grounds, Golf Course and other municipal grounds; and other appropriate duties as assigned by or through the City Manager.

**DISTINGUISHING FEATURES OF THE CLASS:** The employee must possess a basic knowledge of municipal park, sports and recreation programming. The employee is required to have a general knowledge in turf management, horticulture, golf course management and general grounds maintenance. The employee reports to the Assistant Parks and Recreation Director on issues of overall policy, priorities and planning; otherwise, the employee functions with a high degree of independence.

### **EXAMPLES OF WORK: (Illustrative Only)**

- Confers with the Assistant Parks and Recreation Director regarding priorities, policies, programs and acceptable performance levels with respect to the parks/grounds maintenance function as it relates to overall organizational objectives;
- Attends regular staff meetings with the City Manager, Parks and Recreation Director and other management team members in an effort to maximize interaction and communication in the process of formulating and carrying out overall organizational objectives as well as daily grounds maintenance operations;
- Assists in the preparing and recommending for adoption long-range and immediate plans to meet City needs for adequate park and recreation space, facilities, programs and personnel;
- Supervises and evaluates the performance of Golf and Parks Managers;
- Oversees coordination and schedule of events and programs at Summit Park and all park space.
- Prepares and oversees budgets in both golf and grounds divisions;

**REQUIRED KNOWLEDGE, SKILLS AND ABILITIES:** Comprehensive knowledge of modern management techniques; general administrative knowledge in providing the highest level of parks and recreation services; excellent management abilities and skills. The employee requires high level public relations skills, tact, common sense and patience in dealing with the public. The employee must have the ability to promote parks and recreation through personal contact and always maintain a neat personal appearance. Employee must have a basic understanding of the function and maintenance of parks and recreation facilities, and the ability to formulate and administer recreation programs to meet the diversified specific community needs.

**ACCEPTABLE EXPERIENCE AND TRAINING:** Graduation from a college or university of recognized standing with a bachelor's degree based on a major in recreation and park administration, sports administration, or a closely related field; possess at least three years of progressive experience in a parks or recreation supervisory capacity; or any equivalent combination of experience and training which provides the required knowledge, skills and abilities.



## **PARKS AND RECREATION MANAGER**

**GENERAL STATEMENT OF DUTIES:** This employee is a member of the Parks and Recreation Department team with primary responsibility for overseeing the operations and management in their area of responsibility including, Recreation, Golf Maintenance and Parks and Grounds Maintenance; and other appropriate duties as assigned by or through the City Manager.

**DISTINGUISHING FEATURES OF THE CLASS:** This is work requiring thorough knowledge in their of area of responsibility, including turf management, horticulture, landscaping, general grounds maintenance, golf course maintenance, recreation and parks programming, facilities operations and promotions. The employee reports to either the Parks and Grounds Superintendent or the Recreation/Sports Superintendent on issues of overall policy, priorities and planning;

### **EXAMPLES OF WORK: (Illustrative Only)**

- Confers with the Superintendent regarding priorities, policies, programs and acceptable performance levels with respect to their division as it relates to overall organizational objectives;
- Attends regular staff meetings with the Director and Assistant Director and other management team members in an effort to maximize interaction and communication in the process of formulating and carrying out overall organizational objectives as well as daily operations in their division;
- Assists in hiring, organizing, assigning and training personnel in their division;
- Develops operations standards and techniques in their division;
- Oversees and develops safety training and operation standards for their divisions;
- Develops and reviews emergency action plans for all areas of operations in their divisions;
- Adheres to a schedule, and assists in keeping extensive and accurate records of daily activities in their division;
- Prepares and presents documents and plans for personnel support in their division;
- Supervises and evaluates the performance of personnel in their division;
- Performs research for equipment and supplies and submits requests for acquisitions and contracts in their division;
- Assists the Superintendent in developing and overseeing a budget for their division;

**REQUIRED KNOWLEDGE, SKILLS AND ABILITIES:** Thorough knowledge in area of expertise including, golf maintenance, grounds maintenance or parks and recreation; ability to prepare clear, concise, accurate and grammatically correct written reports; ability to effectively supervise people; good physical condition and neat personal appearance.

**ACCEPTABLE EXPERIENCE AND TRAINING:** Extensive experience in turf management, horticulture, parks and recreation or related field; supervisory training and experience; some experience in parks and grounds maintenance or recreation; college level course work and preferably graduation from college in recreation, turf management, agronomy

or a closely related field; or any equivalent combination of experience and training which provides the required knowledge, skills and abilities.

**ADDITIONAL REQUIREMENTS:** Possession of a valid motor vehicle operator's license issued by the State of Ohio.