

SPONSORED BY COUNCILMAN Bernard Samples ON THE  
20th DAY OF December, 1982.

AN EMERGENCY ORDINANCE TO AMEND ORDINANCE 36-81 TO ESTABLISH CLASS TITLES, PAY GRADES, RATES OF PAY, AND REGULATIONS FOR EMPLOYEES OF THE CITY OF CENTERVILLE, OHIO

THE MUNICIPALITY OF CENTERVILLE HEREBY ORDAINS:

Section 1. General

The City of Centerville shall employ and retain people qualified to provide necessary governmental services for its citizens. All relationships with employees shall be based on the principles of fairness, impartiality, honesty and respect among all persons.

Section 2. Class Titles and Pay Grades

Ordinance 36-81 attached hereto, made part hereof and bracketed, is hereby repealed. The following listing of employee class titles and pay grade designations are hereby authorized and established:

<u>Title</u>	<u>Pay Grade</u>
A. <u>Unclassified</u>	
Clerk of Council	\$19,500
City Manager (1)	\$42,550
B. <u>Regular, Full-Time Employees</u>	
Finance Director	58
Chief of Police	58
Service Director	58
City Engineer	58
City Planner	48
Assistant City Manager	54
Administrative Assistant to the City Manager	42
Superintendent of Taxation	35
Building Inspector	44
Electrical Inspector	44
Zoning/Code Enforcement Inspector	40
Engineer. Aide/Public Works Inspector II	38
Engineer. Aide/Public Works Inspector I	34
Engineering Intern	26
Planner II	39
Planner I	35
Planning Intern	26
Service Superintendent	45
Service Foreman	38
Master Mechanic	45
Mechanic	31
Group Leader	29
Equipment Operator	25
Aux. Refuse Equipment Operator	24
Mechanic's Helper	22
Laborer	22
Police Lieutenant	49
Police Sergeant	45
Police Officer	40
Police Dispatcher	24
Police Cadet	14
Assistant to the Finance Director	31
Secretary to the City Manager	30
Secretary II	28

Secretary I	24
Clerk-Typist II	24
Clerk-Typist I	20
Finance Clerk II	28
Finance Clerk I	24
Account Clerk II	26
Account Clerk I	22
Billing Clerk II	26
Billing Clerk I	22
PBX Operator/Receptionist	17
Custodian	22

C. Regular, Part-Time Employees

Secretary II	28
Secretary I	24
Account Clerk II	26
Account Clerk I	22
Clerk-Typist II	24
Clerk-Typist I	20
PBX Operator/Receptionist	13

D. Temporary Employees

Engineering Intern	20
Planning Intern	20
Clerk-Typist I	12
Utility Worker	X

E. Employees Retained on an Annual Retainer Basis      Annual Retainer

Municipal Attorney (2)      \$3,600

- (1) An additional \$5,200 shall annually be paid into the deferred compensation plan as established and adopted by the City of Centerville.
- (2) Includes performing the services of attorney for the City and the officers thereof in their official capacities; attendance at one regular meeting per month of the Legislative Authority; preparation of ordinances and resolutions; the rendering of legal opinions, either written or oral, as requested by the Legislative Authority or officials of the City upon request in writing; and, sundry telephone conversations with City officials and others.

Fees for services rendered in addition to the above named services shall be charged at a rate not to exceed \$60 per hour.

Section 3. Merit Salary and Wage Plan

Attachment A

Section 4. Pay Periods

All employees shall be paid on a weekly basis.

Section 5. Employment and Advancement

A. The Wage and Salary Plan prescribes the basic rates of pay for various classes of employees. Employees will normally be hired at Step A, but may enter the plan at a higher step at the discretion of the City Manager.

All employees will be hired as probationary employees and shall remain so classified for a minimum of 6 months. Upon completion of the 6 months probationary period, an employee may be hired as a permanent employee, have his probationary period extended for a period not to exceed 6 months, or may be discharged, based upon his performance. Certain departments may, upon adoption and with approval of the City Manager, institute standard probationary periods not to exceed 2 years.

B. When a vacancy occurs in any department, the City Manager is authorized to hire a replacement at the same pay grade, or lower, consistent with budgetary authorizations.

C. Subject to satisfactory efficiency ratings, an employee may be moved into the next salary step upon the successful completion of his/her probationary period and thereafter on the anniversary date of his/her permanent employment per the Salary and Wage Plan.

D. Any employee advanced to a higher position through promotion shall receive an increase in pay.

E. Full-time employees are individuals who regularly work a minimum of forty hours per week on a year-round basis. Regular part-time employees are those who work fewer than forty hours per week on a year-round basis. Temporary workers are those who work only during short periods of the year, such as the summer months. Fringe benefits apply only to Full-Time Employees, except when pro-rated for regular part-time employees by authorization of the City Manager, except as otherwise provided herein.

Section 6. Overtime

Overtime pay at 1.5 times the regular rate of pay shall be awarded employees for all time worked in excess of their work day or week as listed below. All overtime shall be approved by the City Manager. Overtime pay shall not apply to employees performing the duties of Department Directors, Assistants, and Division Heads as determined by the City Manager.

Notwithstanding the preceding paragraph, Service Department employees may be entitled to Call-In Pay as prescribed and approved by the City Manager.

Section 7. Work Week

The regular work week shall consist of 5 consecutive 8 hour days for all regular employees except the Police Department and the Service Department. The Police Department shall operate on a schedule of an eight (8) hour day on a rotating basis. The Service Department shall work a normal work week not exceeding 40 hours per week, as may be designated by the City Manager.

Section 8. Fringe Benefits

A. Holidays The following days shall be holidays for which full-time employees shall receive their regular compensation: New Years Day, Memorial Day, Independence Day, Labor Day, Thanksgiving Day, Day after Thanksgiving, Christmas Day, Employee's Birthday and 3 Personal Leave Days. Regular part-time personnel who are employed on a specific part-time schedule amounting to a minimum of (1040) hours per year shall be eligible for holiday leave on a pro-rated basis.

Employees must, on the forms provided, notify his department head at least 3 days prior to the use of a personal leave day. Personal leave days may not be accumulated beyond the year earned.

Any employee eligible for overtime compensation who works on a designated holiday will receive their holiday pay plus time and one-half for the hours actually worked.

B. Vacation Leave Regular full-time employees shall receive vacation leave at the following rates:

<u>Uninterrupted Service</u>	<u>Vacation</u>
After one year of employment	12 days per year
Over 1 year but less than 5 years	1 day per month
Over 5 years but less than 10 years	1.25 days per month
Over 10 years but less than 15 years	1.5 days per month
Over 15 years	1.84 days per month

All employees are expected to take vacation leave each year. Employees may request vacation leave as such leave is accumulated, not including, however, any fraction of days that may exist. Vacation may not be accumulated beyond the number of days equal to the annual rate prescribed above for the employee's given years of service and is lost if not taken. Notwithstanding the foregoing, the City Manager may authorize a (12) month holdover of vacation. Regular part-time personnel who are employed on a specific part-time schedule amounting to a minimum of (1040) hours per year and who

have more than (12) months service, shall be eligible for vacation allowance on a pro-rated basis.

C. Life Insurance All regular full-time employees of the City of Centerville, in addition to compensation provided in this Ordinance, for each person requesting coverage, shall be provided with twenty-four (24) hour term life insurance coverage in the amount of their annual salary as rounded off to the nearest thousand dollars, including double indemnity for accidental death, and dismemberment, to be effective for each employee when he or she completes his or her first six months of employment with the City. The City shall pay the premium for such group contract life insurance, and the City Manager is hereby authorized and directed to enter into such an insurance contract.

D. Injury Leave At the discretion of the City Manager, any employee receiving Workmen's Compensation Benefits, but not receiving Sick Leave, may be paid the difference between such compensation and his regular pay if permitted by the rules and regulations of the Workmen's Compensation Act. Compensation for lost time paid by the Industrial Commission to the employee on injury leave, if overlapped with City pay, shall be deposited with the Finance Director for such time as the employee receives full wages from the City.

E. Sick Leave All regular full-time employees of the City of Centerville shall accumulate one and one-half days sick leave per month of employment with a maximum of ninety days to be used in the event of sickness; that said sick leave shall be computed and effective from day of employment. After three (3) days of illness, a doctor's certificate shall be presented to the City Manager confirming said illness. Each regular full-time employee may, after accumulation of 105 days unused sick leave, elect at his option to exchange excess sick leave (over and above the said 90 days) for pay at the rate of three days sick leave for one day's pay; provided, however, that said exchange may only be made after an employee is entitled to at least five days of pay as provided hereunder. To effect said exchange; an employee electing same shall so notify the City Manager in writing whereupon said payment shall be made. Regular part-time employees shall receive sick leave as noted above, however, it shall be pro-rated based upon the average hours worked.

F. Maternity Leave A female employee with over six months of service with the City shall be entitled to maternity leave. Upon confirmation of her pregnancy, the employee shall provide the personnel officer with a doctor's statement stating the expected date of delivery, and providing a date until which she may safely continue to work. The start of maternity leave may begin earlier than this date if requested by the employee and approved by the department head. After delivery the employee will be reinstated without any break in service, provided she has notified the City within thirty (30) days of delivery indicating her desire to return to work and returns to work not more than (90) days after delivery. Maternity leave may be taken without pay and considered as a leave of absence. Any leave of absence exceeding 6 months shall be classified as special leave. An employee who has accrued vacation time and/or sick leave may elect to use all or part of this compensatory time as maternity leave.

G. Bereavement Leave Any regular full-time employee may, upon authorization of the City Manager, receive up to 3 days paid leave for a death in the immediate family.

H. Hospitalization and Surgical Plan The City of Centerville shall pay 100% of the Hospitalization and Surgical and Major Medical insurance premiums for all full-time employees and the Municipal Attorney.

The City of Centerville shall provide Hospitalization and Surgical and Major Medical insurance costs for the Mayor and any City Council member requesting said insurance, provided however, that the Mayor and City Council members shall reimburse the City for the costs of such insurance.

I. Uniforms Police uniform replacement: Upon appointment, all Police Officers shall be furnished minimum uniforms required. Maintenance and replacement of said uniforms is accomplished by budgeting an amount equal to \$175.00 per man times the number of sworn Officers to be expended for replacement of worn and damaged uniforms and equipment. All uniforms are, and remain the property of the City of Centerville.

Employees of the Service Department shall be furnished work uniforms and other safety equipment as needed.

No employee shall wear or use any City owned or furnished clothing or equipment except while on duty for the City or traveling to or from their job.

Section 9. Application for Employment

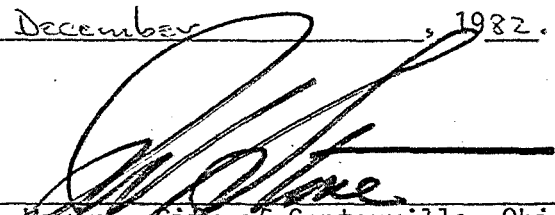
A. All persons applying for City employment shall complete the standard job application form of the City. Each person so applying for employment shall have a police file and character check as prescribed by the Personnel Officer.

B. Applicants for Police Department employment and promotion shall be subject to additional standards and form prescribed by the Police Department in addition to the above as set forth in the Police Department Rules, Regulations and Policies.

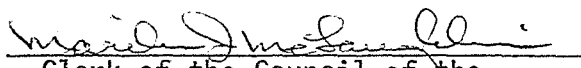
Section 10. Effective Date The compensation provided herein shall be effective on the first day of January 1983.

Section 11. This Ordinance is hereby declared to be an emergency measure and shall become effective immediately. An emergency affecting the public welfare is declared to exist by virtue of the immediate need to reorganize the personnel of the City.

PASSED this 20th day of December, 1982.

  
\_\_\_\_\_  
Mayor - City of Centerville, Ohio

ATTEST:

  
\_\_\_\_\_  
Clerk of the Council of the  
City of Centerville, Ohio

C E R T I F I C A T E

The undersigned, Clerk of Council of the City of Centerville, Ohio hereby certifies the foregoing to be a true and correct copy of an ordinance passed by the Council of the City of Centerville, Ohio, on the 20th day of December 1982.

  
\_\_\_\_\_  
Clerk

Approved as to legal form and consistency with existing ordinances, the Charter and constitutional provisions.

Department of Law  
Robert N. Farquhar  
Municipal Attorney

## SECTION 4. ATTACHMENT A

	A Start	B 6 Months	C 18 Months	D 30 Months	E 42 Months	F 54 Months	G 60 Months
1. <u>Hourly</u>	\$3.22	\$3.38	\$3.55	\$3.73	\$3.91	\$4.11	\$4.31
<u>Weekly</u>	\$128.80	\$135.20	\$142.00	\$149.20	\$156.40	\$164.40	\$172.40
<u>Annual</u>	\$6,697.60	\$7,030.40	\$7,384.00	\$7,758.40	\$8,132.80	\$8,548.80	\$8,964.80
2. <u>Hourly</u>	\$3.30	\$3.46	\$3.64	\$3.82	\$4.01	\$4.21	\$4.42
<u>Weekly</u>	\$132.00	\$138.40	\$145.60	\$152.80	\$160.40	\$168.40	\$176.80
<u>Annual</u>	\$6,864.00	\$7,196.80	\$7,571.20	\$7,945.60	\$8,340.80	\$8,756.80	\$9,193.60
3. <u>Hourly</u>	\$3.38	\$3.55	\$3.73	\$3.92	\$4.11	\$4.32	\$4.53
<u>Weekly</u>	\$135.20	\$142.00	\$149.20	\$156.80	\$164.40	\$172.80	\$181.20
<u>Annual</u>	\$7,030.40	\$7,384.00	\$7,758.40	\$8,153.60	\$8,548.80	\$8,985.60	\$9,422.40
4. <u>Hourly</u>	\$3.47	\$3.64	\$3.82	\$4.01	\$4.21	\$4.42	\$4.65
<u>Weekly</u>	\$138.80	\$145.60	\$152.80	\$160.40	\$168.40	\$176.80	\$186.00
<u>Annual</u>	\$7,217.60	\$7,571.20	\$7,945.60	\$8,340.80	\$8,756.80	\$9,193.60	\$9,672.00
5. <u>Hourly</u>	\$3.55	\$3.73	\$3.92	\$4.11	\$4.32	\$4.54	\$4.76
<u>Weekly</u>	\$142.00	\$149.20	\$156.80	\$164.40	\$172.80	\$181.60	\$190.40
<u>Annual</u>	\$7,384.00	\$7,758.40	\$8,153.60	\$8,548.80	\$8,985.60	\$9,443.20	\$9,900.80
6. <u>Hourly</u>	\$3.64	\$3.82	\$4.02	\$4.22	\$4.43	\$4.65	\$4.88
<u>Weekly</u>	\$145.60	\$152.80	\$160.80	\$168.80	\$177.20	\$186.00	\$195.20
<u>Annual</u>	\$7,571.20	\$7,945.60	\$8,361.60	\$8,777.60	\$9,214.40	\$9,672.00	\$10,150.40
7. <u>Hourly</u>	\$3.73	\$3.92	\$4.12	\$4.32	\$4.54	\$4.77	\$5.00
<u>Weekly</u>	\$149.20	\$156.80	\$164.80	\$172.80	\$181.60	\$190.80	\$200.00
<u>Annual</u>	\$7,758.40	\$8,153.60	\$8,569.60	\$8,985.60	\$9,443.20	\$9,921.60	\$10,400.00
8. <u>Hourly</u>	\$3.83	\$4.02	\$4.22	\$4.43	\$4.65	\$4.88	\$5.13
<u>Weekly</u>	\$153.20	\$160.80	\$168.80	\$177.20	\$186.00	\$195.20	\$205.20
<u>Annual</u>	\$7,966.40	\$8,361.60	\$8,777.60	\$9,214.40	\$9,672.00	\$10,150.40	\$10,670.40
9. <u>Hourly</u>	\$3.92	\$4.12	\$4.32	\$4.54	\$4.77	\$5.01	\$5.26
<u>Weekly</u>	\$156.80	\$164.80	\$172.80	\$181.60	\$190.80	\$200.40	\$210.40
<u>Annual</u>	\$8,153.60	\$8,569.60	\$8,985.60	\$9,443.20	\$9,921.60	\$10,420.80	\$10,940.80
10. <u>Hourly</u>	\$4.02	\$4.22	\$4.43	\$4.65	\$4.89	\$5.13	\$5.39
<u>Weekly</u>	\$160.80	\$168.80	\$177.20	\$186.00	\$195.60	\$205.20	\$215.60
<u>Annual</u>	\$8,361.60	\$8,777.60	\$9,214.40	\$9,672.00	\$10,171.20	\$10,670.40	\$11,211.20
11. <u>Hourly</u>	\$4.12	\$4.33	\$4.54	\$4.77	\$5.01	\$5.26	\$5.52
<u>Weekly</u>	\$164.80	\$173.20	\$181.60	\$190.80	\$200.40	\$210.40	\$220.80
<u>Annual</u>	\$8,569.60	\$9,006.40	\$9,443.20	\$9,921.60	\$10,420.80	\$10,940.80	\$11,481.60
12. <u>Hourly</u>	\$4.22	\$4.44	\$4.66	\$4.89	\$5.13	\$5.39	\$5.66
<u>Weekly</u>	\$168.80	\$177.60	\$186.40	\$195.60	\$205.20	\$215.60	\$226.40
<u>Annual</u>	\$8,777.60	\$9,235.20	\$9,692.80	\$10,171.20	\$10,670.40	\$11,211.20	\$11,772.80
13. <u>Hourly</u>	\$4.33	\$4.55	\$4.77	\$5.01	\$5.26	\$5.53	\$5.80
<u>Weekly</u>	\$173.20	\$182.00	\$190.80	\$200.40	\$210.40	\$221.20	\$232.00
<u>Annual</u>	\$9,006.40	\$9,464.00	\$9,921.60	\$10,420.80	\$10,940.80	\$11,502.40	\$12,064.00
14. <u>Hourly</u>	\$4.44	\$4.66	\$4.89	\$5.14	\$5.39	\$5.66	\$5.95
<u>Weekly</u>	\$177.60	\$186.40	\$195.60	\$205.60	\$215.60	\$226.40	\$238.00
<u>Annual</u>	\$9,235.20	\$9,692.80	\$10,171.20	\$10,691.20	\$11,211.20	\$11,772.80	\$12,376.00
15. <u>Hourly</u>	\$4.55	\$4.78	\$5.02	\$5.27	\$5.53	\$5.81	\$6.10
<u>Weekly</u>	\$182.00	\$191.20	\$200.80	\$210.80	\$221.20	\$232.40	\$244.00
<u>Annual</u>	\$9,464.00	\$9,942.40	\$10,441.60	\$10,961.60	\$11,502.40	\$12,084.80	\$12,688.00
16. <u>Hourly</u>	\$4.66	\$4.90	\$5.14	\$5.40	\$5.67	\$5.95	\$6.25
<u>Weekly</u>	\$186.40	\$196.00	\$205.60	\$216.00	\$226.80	\$238.00	\$250.00
<u>Annual</u>	\$9,692.80	\$10,192.00	\$10,691.20	\$11,232.00	\$11,793.60	\$12,376.00	\$13,000.00

## ATTACHMENT A (CONT'D)

	A Start	B 6 Months	C 18 Months	D 30 Months	E 42 Months	F 54 Months	G 60 Months
17. <u>Hourly</u>	\$4.78	\$5.02	\$5.27	\$5.53	\$5.81	\$6.10	\$6.40
<u>Weekly</u>	\$191.20	\$200.80	\$210.80	\$221.20	\$232.40	\$244.00	\$256.00
<u>Annual</u>	\$9,942.40	\$10,441.60	\$10,961.60	\$11,502.40	\$12,084.80	\$12,688.00	\$13,312.00
18. <u>Hourly</u>	\$4.90	\$5.14	\$5.40	\$5.67	\$5.95	\$6.25	\$6.56
<u>Weekly</u>	\$196.00	\$205.60	\$216.00	\$226.80	\$238.00	\$250.00	\$262.40
<u>Annual</u>	\$10,192.00	\$10,691.20	\$11,232.00	\$11,793.60	\$12,376.00	\$13,000.00	\$13,644.80
19. <u>Hourly</u>	\$5.02	\$5.27	\$5.54	\$5.81	\$6.10	\$6.41	\$6.73
<u>Weekly</u>	\$200.80	\$210.80	\$221.60	\$232.40	\$244.00	\$256.40	\$269.20
<u>Annual</u>	\$10,441.60	\$10,961.60	\$11,523.20	\$12,084.80	\$12,688.00	\$13,332.80	\$13,998.40
20. <u>Hourly</u>	\$5.15	\$5.40	\$5.67	\$5.96	\$6.26	\$6.57	\$6.90
<u>Weekly</u>	\$206.00	\$216.00	\$226.80	\$238.40	\$250.40	\$262.80	\$276.00
<u>Annual</u>	\$10,712.00	\$11,232.00	\$11,793.60	\$12,396.80	\$13,020.80	\$13,665.60	\$14,352.00
21. <u>Hourly</u>	\$5.28	\$5.54	\$5.82	\$6.11	\$6.41	\$6.73	\$7.07
<u>Weekly</u>	\$211.20	\$221.60	\$232.80	\$244.40	\$256.40	\$269.20	\$282.80
<u>Annual</u>	\$10,982.40	\$11,523.20	\$12,105.60	\$12,708.80	\$13,332.80	\$13,998.40	\$14,705.60
22. <u>Hourly</u>	\$5.41	\$5.68	\$5.96	\$6.26	\$6.57	\$6.90	\$7.25
<u>Weekly</u>	\$216.40	\$227.20	\$238.40	\$250.40	\$262.80	\$276.00	\$290.00
<u>Annual</u>	\$11,252.80	\$11,814.40	\$12,396.80	\$13,020.80	\$13,665.60	\$14,352.00	\$15,080.00
23. <u>Hourly</u>	\$5.54	\$5.82	\$6.11	\$6.42	\$6.74	\$7.07	\$7.43
<u>Weekly</u>	\$221.60	\$232.80	\$244.40	\$256.80	\$269.60	\$282.80	\$297.20
<u>Annual</u>	\$11,523.20	\$12,105.60	\$12,708.80	\$13,353.60	\$14,019.20	\$14,705.60	\$15,454.40
24. <u>Hourly</u>	\$5.68	\$5.97	\$6.26	\$6.58	\$6.91	\$7.25	\$7.61
<u>Weekly</u>	\$227.20	\$238.80	\$250.40	\$263.20	\$276.40	\$290.00	\$304.40
<u>Annual</u>	\$11,814.40	\$12,417.60	\$13,020.80	\$13,686.40	\$14,372.80	\$15,080.00	\$15,828.80
25. <u>Hourly</u>	\$5.82	\$6.11	\$6.42	\$6.74	\$7.08	\$7.43	\$7.80
<u>Weekly</u>	\$232.80	\$244.40	\$256.80	\$269.60	\$283.20	\$297.20	\$312.00
<u>Annual</u>	\$12,105.60	\$12,708.80	\$13,353.60	\$14,019.20	\$14,726.40	\$15,454.40	\$16,224.00
26. <u>Hourly</u>	\$5.97	\$6.27	\$6.58	\$6.91	\$7.25	\$7.62	\$8.00
<u>Weekly</u>	\$238.80	\$250.80	\$263.20	\$276.40	\$290.00	\$304.80	\$320.00
<u>Annual</u>	\$12,417.60	\$13,041.60	\$13,686.40	\$14,372.80	\$15,080.00	\$15,849.60	\$16,640.00
27. <u>Hourly</u>	\$6.12	\$6.42	\$6.75	\$7.08	\$7.44	\$7.81	\$8.20
<u>Weekly</u>	\$244.80	\$256.80	\$270.00	\$283.20	\$297.60	\$312.40	\$328.00
<u>Annual</u>	\$12,729.60	\$13,353.60	\$14,040.00	\$14,726.40	\$15,475.20	\$16,244.80	\$17,056.00
28. <u>Hourly</u>	\$6.27	\$6.58	\$6.91	\$7.26	\$7.62	\$8.00	\$8.40
<u>Weekly</u>	\$250.80	\$263.20	\$276.40	\$290.40	\$304.80	\$320.00	\$336.00
<u>Annual</u>	\$13,041.60	\$13,686.40	\$14,372.80	\$15,100.80	\$15,849.60	\$16,640.00	\$17,472.00
29. <u>Hourly</u>	\$6.43	\$6.75	\$7.09	\$7.44	\$7.81	\$8.20	\$8.61
<u>Weekly</u>	\$257.20	\$270.00	\$283.60	\$297.60	\$312.40	\$328.00	\$344.40
<u>Annual</u>	\$13,374.40	\$14,040.00	\$14,747.20	\$15,475.20	\$16,244.80	\$17,056.00	\$17,908.80
30. <u>Hourly</u>	\$6.59	\$6.92	\$7.26	\$7.63	\$8.01	\$8.41	\$8.83
<u>Weekly</u>	\$263.60	\$276.80	\$290.40	\$305.20	\$320.40	\$336.40	\$353.20
<u>Annual</u>	\$13,707.20	\$14,393.60	\$15,100.80	\$15,870.40	\$16,660.80	\$17,492.80	\$18,366.40
31. <u>Hourly</u>	\$6.75	\$7.09	\$7.45	\$7.82	\$8.21	\$8.62	\$9.05
<u>Weekly</u>	\$270.00	\$283.60	\$298.00	\$312.80	\$328.40	\$344.80	\$362.00
<u>Annual</u>	\$14,040.00	\$14,747.20	\$15,496.00	\$16,265.60	\$17,076.80	\$17,929.60	\$18,824.00
32. <u>Hourly</u>	\$6.92	\$7.27	\$7.63	\$8.01	\$8.41	\$8.83	\$9.28
<u>Weekly</u>	\$276.80	\$290.80	\$305.20	\$320.40	\$336.40	\$353.20	\$371.20
<u>Annual</u>	\$14,393.60	\$15,121.60	\$15,870.40	\$16,660.80	\$17,492.80	\$18,366.40	\$19,302.40
33. <u>Hourly</u>	\$7.09	\$7.45	\$7.82	\$8.21	\$8.62	\$9.06	\$9.51
<u>Weekly</u>	\$283.60	\$298.00	\$312.80	\$328.40	\$344.80	\$362.40	\$380.40
<u>Annual</u>	\$14,747.20	\$15,496.00	\$16,265.60	\$17,076.80	\$17,929.60	\$18,844.80	\$19,780.80

## ATTACHMENT A (CONT'D)

	A	B	C	D	E	F	G
	<u>Start</u>	<u>6 Months</u>	<u>18 Months</u>	<u>30 Months</u>	<u>42 Months</u>	<u>54 Months</u>	<u>60 Months</u>
34. <u>Hourly</u>	\$7.27	\$7.64	\$8.02	\$8.42	\$8.84	\$9.28	\$9.75
<u>Weekly</u>	\$290.80	\$305.60	\$320.80	\$336.80	\$353.60	\$371.20	\$390.00
<u>Annual</u>	\$15,121.60	\$15,891.20	\$16,681.60	\$17,513.60	\$18,387.20	\$19,302.40	\$20,280.00
35. <u>Hourly</u>	\$7.45	\$7.83	\$8.22	\$8.63	\$9.06	\$9.51	\$9.99
<u>Weekly</u>	\$298.00	\$313.20	\$328.80	\$345.20	\$362.40	\$380.40	\$399.60
<u>Annual</u>	\$15,496.00	\$16,286.40	\$17,097.60	\$17,950.40	\$18,844.80	\$19,780.80	\$20,779.20
36. <u>Hourly</u>	\$7.64	\$8.02	\$8.42	\$8.84	\$9.29	\$9.75	\$10.24
<u>Weekly</u>	\$305.60	\$320.80	\$336.80	\$353.60	\$371.60	\$390.00	\$409.60
<u>Annual</u>	\$15,891.20	\$16,681.60	\$17,513.60	\$18,387.20	\$19,323.20	\$20,280.00	\$21,299.20
37. <u>Hourly</u>	\$7.83	\$8.22	\$8.63	\$9.07	\$9.52	\$10.00	\$10.49
<u>Weekly</u>	\$313.20	\$328.80	\$345.20	\$362.80	\$380.80	\$400.00	\$419.60
<u>Annual</u>	\$16,286.40	\$17,097.60	\$17,950.40	\$18,865.60	\$19,801.60	\$20,800.00	\$21,819.20
38. <u>Hourly</u>	\$8.03	\$8.43	\$8.85	\$9.29	\$9.76	\$10.25	\$10.76
<u>Weekly</u>	\$321.20	\$337.20	\$354.00	\$371.60	\$390.40	\$410.00	\$430.40
<u>Annual</u>	\$16,702.40	\$17,534.40	\$18,408.00	\$19,323.20	\$20,300.80	\$21,320.00	\$22,380.80
39. <u>Hourly</u>	\$8.23	\$8.64	\$9.07	\$9.52	\$10.00	\$10.50	\$11.03
<u>Weekly</u>	\$329.20	\$345.60	\$362.80	\$380.80	\$400.00	\$420.00	\$441.20
<u>Annual</u>	\$17,118.40	\$17,971.20	\$18,865.60	\$19,801.60	\$20,800.00	\$21,840.00	\$22,942.40
40. <u>Hourly</u>	\$8.43	\$8.86	\$9.30	\$9.76	\$10.25	\$10.76	\$11.30
<u>Weekly</u>	\$337.20	\$354.40	\$372.00	\$390.40	\$410.00	\$430.40	\$452.00
<u>Annual</u>	\$17,534.40	\$18,428.80	\$19,344.00	\$20,300.80	\$21,320.00	\$22,380.80	\$23,504.00
41. <u>Hourly</u>	\$8.64	\$9.08	\$9.53	\$10.01	\$10.51	\$11.03	\$11.58
<u>Weekly</u>	\$345.60	\$363.20	\$381.20	\$400.40	\$420.40	\$441.20	\$463.20
<u>Annual</u>	\$17,971.20	\$18,886.40	\$19,822.40	\$20,820.80	\$21,860.80	\$22,942.40	\$24,086.40
42. <u>Hourly</u>	\$8.86	\$9.30	\$9.77	\$10.26	\$10.77	\$11.31	\$11.87
<u>Weekly</u>	\$354.40	\$372.00	\$390.80	\$410.40	\$430.80	\$452.40	\$474.80
<u>Annual</u>	\$18,428.80	\$19,344.00	\$20,321.60	\$21,340.80	\$22,401.60	\$23,524.80	\$24,689.60
43. <u>Hourly</u>	\$9.08	\$9.54	\$10.01	\$10.51	\$11.04	\$11.59	\$12.17
<u>Weekly</u>	\$363.20	\$381.60	\$400.40	\$420.40	\$441.60	\$463.60	\$486.80
<u>Annual</u>	\$18,886.40	\$19,843.20	\$20,820.80	\$21,860.80	\$22,963.20	\$24,107.20	\$25,313.60
44. <u>Hourly</u>	\$9.31	\$9.77	\$10.26	\$10.78	\$11.32	\$11.88	\$12.48
<u>Weekly</u>	\$372.40	\$390.80	\$410.40	\$431.20	\$452.80	\$475.20	\$499.20
<u>Annual</u>	\$19,364.80	\$20,321.60	\$21,340.80	\$22,422.40	\$23,545.60	\$24,710.40	\$25,958.40
45. <u>Hourly</u>	\$9.54	\$10.02	\$10.52	\$11.05	\$11.60	\$12.18	\$12.79
<u>Weekly</u>	\$381.60	\$400.80	\$420.80	\$442.00	\$464.00	\$487.20	\$511.60
<u>Annual</u>	\$19,843.20	\$20,841.60	\$21,881.60	\$22,984.00	\$24,128.00	\$25,334.40	\$26,603.20
46. <u>Hourly</u>	\$9.78	\$10.27	\$10.78	\$11.32	\$11.89	\$12.48	\$13.11
<u>Weekly</u>	\$391.20	\$410.80	\$431.20	\$452.80	\$475.60	\$499.20	\$524.40
<u>Annual</u>	\$20,342.40	\$21,361.60	\$22,422.40	\$23,545.60	\$24,731.20	\$25,958.40	\$27,268.80
47. <u>Hourly</u>	\$10.02	\$10.53	\$11.05	\$11.61	\$12.19	\$12.79	\$13.43
<u>Weekly</u>	\$400.80	\$421.20	\$442.00	\$464.40	\$487.60	\$511.60	\$537.20
<u>Annual</u>	\$20,841.60	\$21,902.40	\$22,984.00	\$24,148.80	\$25,355.20	\$26,603.20	\$27,934.40
48. <u>Hourly</u>	\$10.28	\$10.79	\$11.33	\$11.90	\$12.49	\$13.11	\$13.77
<u>Weekly</u>	\$411.20	\$431.60	\$453.20	\$476.00	\$499.60	\$524.40	\$550.80
<u>Annual</u>	\$21,382.40	\$22,443.20	\$23,566.40	\$24,752.00	\$25,979.20	\$27,268.80	\$28,641.60
49. <u>Hourly</u>	\$10.53	\$11.06	\$11.61	\$12.19	\$12.80	\$13.44	\$14.11
<u>Weekly</u>	\$421.20	\$442.40	\$464.40	\$487.60	\$512.00	\$537.60	\$564.40
<u>Annual</u>	\$21,902.40	\$23,004.80	\$24,148.80	\$25,355.20	\$26,624.00	\$27,955.20	\$29,348.80
50. <u>Hourly</u>	\$10.80	\$11.34	\$11.90	\$12.50	\$13.12	\$13.78	\$14.47
<u>Weekly</u>	\$432.00	\$453.60	\$476.00	\$500.00	\$524.80	\$551.20	\$578.80
<u>Annual</u>	\$22,464.00	\$23,587.20	\$24,752.00	\$26,000.00	\$27,289.60	\$28,662.40	\$30,097.60



## ATTACHMENT A (CONT'D)

	A Start	B 6 Months	C 18 Months	D 30 Months	E 42 Months	F 54 Months	G 60 Months
51. <u>Hourly</u>	\$11.07	\$11.62	\$12.20	\$12.81	\$13.45	\$14.12	\$14.83
<u>Weekly</u>	\$442.80	\$464.80	\$488.00	\$512.40	\$538.00	\$564.80	\$593.20
<u>Annual</u>	\$23,025.60	\$24,169.60	\$25,376.00	\$26,644.80	\$27,976.00	\$29,369.60	\$30,846.40
52. <u>Hourly</u>	\$11.34	\$11.91	\$12.50	\$13.13	\$13.79	\$14.48	\$15.20
<u>Weekly</u>	\$453.60	\$476.40	\$500.00	\$525.20	\$551.60	\$579.20	\$608.00
<u>Annual</u>	\$23,587.20	\$24,772.80	\$26,000.00	\$27,310.40	\$28,683.20	\$30,118.40	\$31,616.00
53. <u>Hourly</u>	\$11.63	\$12.21	\$12.82	\$13.46	\$14.13	\$14.84	\$15.58
<u>Weekly</u>	\$465.20	\$488.40	\$512.80	\$538.40	\$565.20	\$593.60	\$623.20
<u>Annual</u>	\$24,190.40	\$25,396.80	\$26,665.60	\$27,996.80	\$29,390.40	\$30,867.20	\$32,406.40
54. <u>Hourly</u>	\$11.92	\$12.51	\$13.14	\$13.79	\$14.48	\$15.21	\$15.97
<u>Weekly</u>	\$476.80	\$500.40	\$525.60	\$551.60	\$579.20	\$608.40	\$638.80
<u>Annual</u>	\$24,793.60	\$26,020.80	\$27,331.20	\$28,683.20	\$30,118.40	\$31,636.80	\$33,217.60
55. <u>Hourly</u>	\$12.21	\$12.83	\$13.47	\$14.14	\$14.85	\$15.59	\$16.37
<u>Weekly</u>	\$488.40	\$513.20	\$538.80	\$565.60	\$594.00	\$623.60	\$654.80
<u>Annual</u>	\$25,396.80	\$26,686.40	\$28,017.60	\$29,411.20	\$30,888.00	\$32,427.20	\$34,049.60
56. <u>Hourly</u>	\$12.52	\$13.15	\$13.80	\$14.49	\$15.22	\$15.98	\$16.78
<u>Weekly</u>	\$500.80	\$526.00	\$552.00	\$579.60	\$608.80	\$639.20	\$671.20
<u>Annual</u>	\$26,041.60	\$27,352.00	\$28,704.00	\$30,139.20	\$31,657.60	\$33,238.40	\$34,902.40
57. <u>Hourly</u>	\$12.83	\$13.47	\$14.15	\$14.86	\$15.60	\$16.38	\$17.20
<u>Weekly</u>	\$513.20	\$538.80	\$566.00	\$594.40	\$624.00	\$655.20	\$688.00
<u>Annual</u>	\$26,686.40	\$28,017.60	\$29,432.00	\$30,908.80	\$32,448.00	\$34,070.40	\$35,776.00
58. <u>Hourly</u>	\$13.15	\$13.81	\$14.50	\$15.23	\$15.99	\$16.79	\$17.63
<u>Weekly</u>	\$526.00	\$552.40	\$580.00	\$609.20	\$639.60	\$671.60	\$705.20
<u>Annual</u>	\$27,352.00	\$28,724.80	\$30,160.00	\$31,678.40	\$33,259.20	\$34,923.20	\$36,670.40
59. <u>Hourly</u>	\$13.48	\$14.16	\$14.86	\$15.61	\$16.39	\$17.21	\$18.07
<u>Weekly</u>	\$539.20	\$566.40	\$594.40	\$624.40	\$655.60	\$688.40	\$722.80
<u>Annual</u>	\$28,038.40	\$29,452.80	\$30,908.80	\$32,468.80	\$34,091.20	\$35,796.80	\$37,585.60
60. <u>Hourly</u>	\$13.82	\$14.51	\$15.24	\$16.00	\$16.80	\$17.64	\$18.52
<u>Weekly</u>	\$552.80	\$580.40	\$609.60	\$640.00	\$672.00	\$705.60	\$740.80
<u>Annual</u>	\$28,745.60	\$30,180.80	\$31,699.20	\$33,280.00	\$34,944.00	\$36,691.20	\$38,521.60
X. <u>Hourly</u>	\$3.87						
<u>Weekly</u>	\$154.80						
<u>Annual</u>	\$8,049.60						

ORDINANCE NO. 36-81  
CITY OF CENTERVILLE, OHIO

SPONSORED BY COUNCILMAN Ross Lake ON THE  
18th DAY OF January, 1982

AN ORDINANCE TO AMEND ORDINANCE 62-80 TO ESTABLISH CLASS TITLES, PAY GRADES, RATES OF PAY, AND REGULATIONS FOR EMPLOYEES OF THE CITY OF CENTERVILLE, OHIO

THE MUNICIPALITY OF CENTERVILLE HEREBY ORDAINS:

Section 1. General

The City of Centerville shall employ and retain people qualified to provide necessary governmental services for its citizens. All relationships with employees shall be based on the principles of fairness, impartiality, honesty and respect among all persons.

Section 2. Class Titles and Pay Grades

Ordinance 62-80 attached hereto, made part hereof and bracketed, is hereby repealed. The following listing of employee class titles and pay grade designations are hereby authorized and established:

<u>Title</u>	<u>Pay Grade</u>
<u>A. Unclassified</u>	
Clerk of Council	\$18,433
City Manager (1)	\$40,184
<u>B. Regular, Full-Time Employees</u>	
Finance Director	58
Chief of Police	58
Service Director	58
City Engineer	58
City Planner	48
Assistant City Manager	54
Administrative Assistant to the City Manager	42
Administrative Aide	26
Superintendent of Taxation	35
Traffic Engineer	46
Building Inspector	44
Electrical Inspector	44
Zoning/Code Enforcement Inspector	40
Engineer. Aide/Public Works Inspector II	38
Engineer. Aide/Public Works Inspector I	34
Engineering Intern	26
Planner I	35
Planning Intern	26
Service Superintendent	45
Foreman (Refuse and Street)	37
Master Mechanic	45
Mechanic	31
Group Leader	29
Equipment Operator	25
Aux. Refuse Equipment Operator	24
Mechanic's Helper	22
Laborer	22
Police Lieutenant	49
Police Sergeant	45
Police Officer	40
Police Dispatcher	24
Police Cadet	14
Secretary to the City Manager	30
Secretary II	28
Secretary I	24

Clerk-Typist II	24
Clerk-Typist I	20
Finance Clerk II	28
Finance Clerk I	24
Account Clerk II	26
Account Clerk I	22
Billing Clerk II	26
Billing Clerk I	22
PBX Operator/Receptionist	17
Custodian	22

C. Regular, Part-Time Employees

Secretary II	28
Secretary I	24
Account Clerk II	26
Account Clerk I	22
Clerk-Typist II	24
Clerk-Typist I	20
PBX Operator/Receptionist	13

D. Temporary Employees

Engineering Intern	20
Planning Intern	20
Clerk-Typist I	12
Utility Worker	10

E. Employees Retained on an Annual Retainer Basis      Annual Retainer

Municipal Attorney (2)      \$3,600

- (1) An additional \$4,500 shall annually be paid into the deferred compensation plan as established and adopted by the City of Centerville.
- (2) Includes performing the services of attorney for the City and the officers thereof in their official capacities; attendance at one regular meeting per month of the Legislative Authority; preparation of ordinances and resolutions; the rendering of legal opinions, either written or oral, as requested by the Legislative Authority or officials of the City upon request in writing; and, sundry telephone conversations with City officials and others.

Fees for services rendered in addition to the above named services shall be charged in accordance with the Dayton Bar Association's minimum fee schedule. In the event the fee for a particular service is not established by the Dayton Bar Association's minimum fee schedule, the charge shall be computed upon an hourly fee basis in accordance with the Dayton Bar Association's hourly fee rate by using the minimum hourly fee rate as a maximum fee charged.

Section 3. Merit Salary and Wage Plan

Attachment A

Section 4. Pay Periods

All employees shall be paid on a weekly basis.

Section 5. Employment and Advancement

A. The Wage and Salary Plan prescribes the basic rates of pay for various classes of employees. Employees will normally be hired at Step A, but may enter the plan at a higher step at the discretion of the City Manager.

All employees will be hired as probationary employees and shall remain so classified for minimum of 6 months. Upon completion of the 6 months probationary period, an employee may be hired as a permanent employee, have his probationary period extended for a period not to exceed 6 months, or may be discharged, based upon his performance. Certain departments may, upon adoption and with approval of the City Manager, institute standard probationary periods not to exceed 2 years.

authorized to hire a replacement at the same pay grade, or lower, consistent with budgetary authorizations.

C. Subject to satisfactory efficiency ratings, an employee may be moved into the next salary step upon the successful completion of his/her probationary period and thereafter on the anniversary date of his/her permanent employment per the Salary and Wage Plan, excluding all time served during calendar year 1981. Notwithstanding the above, for all employees hired or promoted during 1981, the effective date they may be moved into the next salary step shall be July 1st, 1982.

D. Any employee advanced to a higher position through promotion shall receive an increase in pay.

E. Full time employees are individuals who regularly work a minimum of forty hours per week on a year-round basis. Regular part-time employees are those who work fewer than forty hours per week on a year-round basis. Temporary workers are those who work only during short periods of the year, such as the summer months. Fringe benefits apply only to Full-Time Employees, except when pro-rated for regular part-time employees by authorization of the City Manager, except as otherwise provided herein.

#### Section 6. Overtime

Overtime pay at 1.5 times the regular rate of pay shall be awarded employees for all time worked in excess of their work day or week as listed below. All overtime shall be approved by the City Manager. Overtime pay shall not apply to employees performing the duties of Department Directors, Assistants, and Division Heads as determined by the City Manager.

Notwithstanding the preceding paragraph, Service Department employees may be entitled to Call-In Pay as prescribed and approved by the City Manager.

#### Section 7. Work Week

The regular work week shall consist of 5 consecutive 8 hour days for all regular employees except the Police Department and the Service Department. The Police Department shall operate on a schedule of an eight (8) hour day on a rotating basis. The Service Department shall work a normal work week not exceeding 40 hours per week, as may be designated by the City Manager.

#### Section 8. Fringe Benefits

A. Holidays The following days shall be holidays for which full-time employees shall receive their regular compensation: New Years Day, Memorial Day, Independence Day, Labor Day, Thanksgiving Day, Day after Thanksgiving, Christmas Day, Employee's Birthday and 3 Personal Leave Days. Regular part-time personnel who are employed on a specific part-time schedule amounting to a minimum of (1040) hours per year shall be eligible for holiday leave on a pro-rated basis.

Employees must, on the forms provided, notify his department head at least 3 days prior to the use of a personal leave day. Personal leave days may not be accumulated beyond the year earned.

Any employee eligible for overtime compensation who works on a designated holiday will receive their holiday pay plus time and one-half for the hours actually worked.

B. Vacation Leave Regular full-time employees shall receive vacation leave at the following rates:

<u>Uninterrupted Service</u>	<u>Vacation</u>
After one year of employment	12 days per year
Over 1 year but less than 5 years	1 day per month
Over 5 years but less than 10 years	1.25 days per month
Over 10 years but less than 15 years	1.5 days per month
Over 15 years	1.84 days per month

All employees are expected to take vacation leave each year. Employees may request vacation leave as such leave is accumulated, not include however, any fraction of days that may exist. Vacation may not be accumulate beyond the number of days equal to the annual rate prescribed above for the employee's given years of service and is lost if not taken. Notwithstanding the foregoing, the City Manager may authorize a (12) month holdover of vacation. Regular part-time personnel who are employed on a specific part-time schedule amounting to a minimum of (1040) hours per year and who have more than (12) months service, shall be eligible for vacation allowance on a pro-rated basis.

C. Life Insurance All regular full-time employees of the City of Centerville, in addition to compensation provided in this Ordinance, for each person requesting coverage, shall be provided with twenty-four (24) hour term life insurance coverage in the amount of their annual salary as rounded off to the nearest thousand dollars, including double indemnity for accidental death, and dismemberment, to be effective for each employee when he or she completes his or her first six months of employment with the City. The City shall pay the premium for such group contract life insurance, and the City Manager is hereby authorized and directed to enter into such an insurance contract.

D. Injury Leave At the discretion of the City Manager, any employee receiving Workmen's Compensation Benefits, but not receiving Sick Leave, may be paid the difference between such compensation and his regular pay if permitted by the rules and regulations of the Workmen's Compensation Act. Compensation for lost time paid by the Industrial Commission to the employee on injury leave, if overlapped with City pay, shall be deposited with the Finance Director for such time as the employee receives full wages from the City.

E. Sick Leave All regular full-time employees of the City of Centerville shall accumulate one and one-half days sick leave per month of employment with a maximum of ninety days to be used in the event of sickness; that said sick leave shall be computed and effective from day of employment. After three (3) days of illness, a doctor's certificate shall be presented to the City Manager confirming said illness. Each regular full-time employee may, after accumulation of 105 days unused sick leave, elect at his option to exchange excess sick leave (over and above the said 90 days) for pay at the rate of three days sick leave for one day's pay; provided, however, that said exchange may only be made after an employee is entitled to at least five days of pay as provided hereunder. To effect said exchange; an employee electing same shall so notify the City Manager in writing whereupon said payment shall be made. Regular part-time employees shall receive sick leave as noted above, however, it shall be pro-rated based upon the average hours worked.

F. Maternity Leave Any female employee becoming pregnant shall be entitled to maternity leave. The starting date of maternity leave shall be at the reasonable discretion of the supervisor or earlier at the employee's request, if reasonable notice is given by the employee. She will be reinstated without any break in service, provided she has notified the City within thirty (30) days of delivery indicating her desire to return to work and returns to work not more than (90) days after delivery. Maternity leave may be taken without pay and considered as a leave of absence. Any leave of absence exceeding 6 months shall be classified as disability leave. An employee who has accrued vacation time and/or sick leave may elect to use all or part of this compensatory time as maternity leave.

G. Bereavement Leave Any regular full-time employee may, upon authorization of the City Manager, receive up to 3 days paid leave for a death in the immediate family.

H. Hospitalization and Surgical Plan The City of Centerville shall pay 100% of the Hospitalization and Surgical and Major Medical insurance costs for all full-time employees and the Municipal Attorney.

The City of Centerville shall provide Hospitalization and Surgical and Major Medical insurance costs for the Mayor and any City Council member requesting said insurance, provided however, that the Mayor and City Council members shall reimburse the City for the costs of such insurance.

I. Uniforms Police uniform replacement: Upon appointment, all Police Officers shall be furnished minimum uniforms required. Maintenance and replacement of said uniforms is accomplished by budgeting an amount equal to \$175.00 per man times the number of sworn Officers to be expended for replacement of worn and damaged uniforms and equipment. All uniforms are, and remain the property of the City of Centerville.

Employees of the Service Department shall be furnished work uniforms and other safety equipment as needed.

No employee shall wear or use any City owned or furnished clothing or equipment except while on duty for the City or traveling to or from their job.

Section 9. Application for Employment

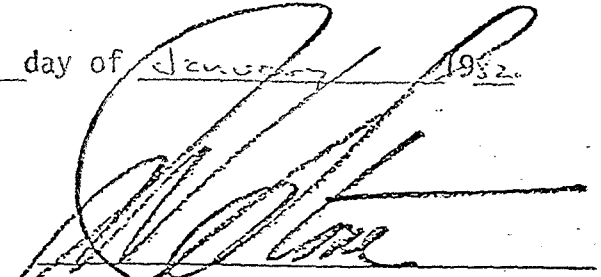
A. All persons applying for City employment shall complete the standard job application form of the City. Each person so applying for employment shall have a police file and character check as prescribed by the Personnel Officer.

B. Applicants for Police Department employment and promotion shall be subject to additional standards and form prescribed by the Police Department in addition to the above as set forth in the Police Department Rules, Regulations and Policies.

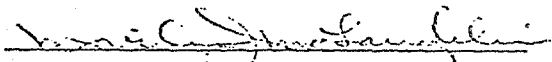
Section 10. Effective Date The compensation provided herein shall be effective on the first day of January 1982.

Section 11. This Ordinance shall become effective at the earliest date allowed by law.

PASSED this 15th day of January 1982.

  
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Mayor - City of Centerville, Ohio

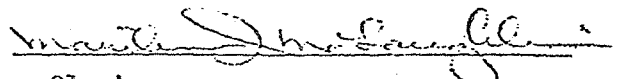
ATTEST:

  
\_\_\_\_\_  
Clerk of Council of the  
City of Centerville, Ohio

C E R T I F I C A T E

The undersigned, Clerk of Council of the City of Centerville, Ohio, hereby certifies the foregoing to be a true and correct copy of an ordinance passed by the Council of the City of Centerville, Ohio, on the

15th day of January 1982

  
\_\_\_\_\_  
Clerk

Approved as to legal form and consistency with existing ordinances, the Charter and constitutional provisions.

Department of Law  
Robert N. Farquhar  
Municipal Attorney

## SECTION 4. ATTACHMENT A

Grade	A Start	B 6 Months	C 18 Months	D 30 Months	E 42 Months	F 54 Months	G 66 Months
1. Hourly	\$3.10	\$3.25	\$3.41	\$3.58	\$3.76	\$3.95	\$4.15
Weekly	\$124.00	\$130.00	\$136.40	\$143.20	\$150.40	\$158.00	\$166.00
Annual	\$6,448.00	\$6,760.00	\$7,092.80	\$7,446.40	\$7,820.80	\$8,216.00	\$8,632.00
2. Hourly	\$3.17	\$3.33	\$3.50	\$3.67	\$3.86	\$4.05	\$4.25
Weekly	\$126.80	\$133.20	\$140.00	\$146.80	\$154.40	\$162.00	\$170.00
Annual	\$6,593.60	\$6,926.40	\$7,280.00	\$7,633.60	\$8,028.80	\$8,424.00	\$8,840.00
3. Hourly	\$3.25	\$3.41	\$3.59	\$3.77	\$3.95	\$4.15	\$4.36
Weekly	\$130.00	\$136.40	\$143.60	\$150.80	\$158.00	\$166.00	\$174.40
Annual	\$6,760.00	\$7,092.80	\$7,467.20	\$7,841.60	\$8,216.00	\$8,632.00	\$9,068.00
4. Hourly	\$3.33	\$3.50	\$3.68	\$3.86	\$4.05	\$4.25	\$4.47
Weekly	\$133.20	\$140.00	\$147.20	\$154.40	\$162.00	\$170.00	\$178.80
Annual	\$6,926.40	\$7,280.00	\$7,654.40	\$8,028.80	\$8,424.00	\$8,840.00	\$9,297.60
5. Hourly	\$3.42	\$3.59	\$3.77	\$3.96	\$4.15	\$4.36	\$4.58
Weekly	\$136.80	\$143.60	\$150.80	\$158.40	\$166.00	\$174.40	\$183.20
Annual	\$7,113.60	\$7,467.20	\$7,841.60	\$8,236.80	\$8,632.00	\$9,068.80	\$9,526.40
6. Hourly	\$3.50	\$3.68	\$3.86	\$4.05	\$4.26	\$4.47	\$4.69
Weekly	\$140.00	\$147.20	\$154.40	\$162.00	\$170.40	\$178.80	\$187.60
Annual	\$7,280.00	\$7,654.40	\$8,028.80	\$8,424.00	\$8,860.80	\$9,297.60	\$9,755.20
7. Hourly	\$3.59	\$3.77	\$3.96	\$4.16	\$4.36	\$4.58	\$4.81
Weekly	\$143.60	\$150.80	\$158.40	\$166.40	\$174.40	\$183.20	\$192.40
Annual	\$7,467.20	\$7,841.60	\$8,236.80	\$8,652.80	\$9,068.80	\$9,526.40	\$10,004.80
8. Hourly	\$3.68	\$3.86	\$4.06	\$4.26	\$4.47	\$4.70	\$4.93
Weekly	\$147.20	\$154.40	\$162.40	\$170.40	\$178.80	\$188.00	\$197.20
Annual	\$7,654.40	\$8,028.80	\$8,444.80	\$8,860.80	\$9,297.60	\$9,776.00	\$10,254.40
9. Hourly	\$3.77	\$3.96	\$4.16	\$4.37	\$4.58	\$4.81	\$5.05
Weekly	\$150.80	\$158.40	\$166.40	\$174.80	\$183.20	\$192.40	\$202.00
Annual	\$7,841.60	\$8,236.80	\$8,652.80	\$9,089.60	\$9,526.40	\$10,004.80	\$10,504.80
10. Hourly	\$3.87	\$4.06	\$4.26	\$4.48	\$4.70	\$4.93	\$5.18
Weekly	\$154.80	\$162.40	\$170.40	\$179.20	\$188.00	\$197.20	\$207.20
Annual	\$8,049.60	\$8,444.80	\$8,860.80	\$9,318.40	\$9,776.00	\$10,254.40	\$10,774.40
11. Hourly	\$3.96	\$4.16	\$4.37	\$4.59	\$4.82	\$5.06	\$5.31
Weekly	\$158.40	\$166.40	\$174.80	\$183.60	\$192.80	\$202.40	\$212.40
Annual	\$8,236.80	\$8,652.80	\$9,089.60	\$9,547.20	\$10,025.60	\$10,524.80	\$11,044.80
12. Hourly	\$4.06	\$4.26	\$4.48	\$4.70	\$4.94	\$5.18	\$5.44
Weekly	\$162.40	\$170.40	\$179.20	\$188.00	\$197.60	\$207.20	\$217.60
Annual	\$8,444.80	\$8,860.80	\$9,318.40	\$9,776.00	\$10,275.20	\$10,774.40	\$11,311.20
13. Hourly	\$4.16	\$4.37	\$4.59	\$4.82	\$5.06	\$5.31	\$5.58
Weekly	\$166.40	\$174.80	\$183.60	\$192.80	\$202.40	\$212.40	\$223.20
Annual	\$8,652.80	\$9,089.60	\$9,547.20	\$10,025.60	\$10,524.80	\$11,044.80	\$11,600.00
14. Hourly	\$4.27	\$4.48	\$4.70	\$4.94	\$5.19	\$5.45	\$5.72
Weekly	\$170.80	\$179.20	\$188.00	\$197.60	\$207.60	\$218.00	\$228.80
Annual	\$8,881.60	\$9,318.40	\$9,776.00	\$10,275.20	\$10,795.20	\$11,336.00	\$11,897.60
15. Hourly	\$4.37	\$4.59	\$4.82	\$5.06	\$5.32	\$5.58	\$5.86
Weekly	\$174.80	\$183.60	\$192.80	\$202.40	\$212.80	\$223.20	\$234.40
Annual	\$9,089.60	\$9,547.20	\$10,025.60	\$10,524.80	\$11,065.60	\$11,606.40	\$12,188.80
16. Hourly	\$4.48	\$4.71	\$4.94	\$5.19	\$5.45	\$5.72	\$6.01
Weekly	\$179.20	\$188.40	\$197.60	\$207.60	\$218.00	\$228.80	\$240.40
Annual	\$9,318.40	\$9,796.80	\$10,275.20	\$10,795.20	\$11,336.00	\$11,897.60	\$12,500.00

## ATTACHMENT A (CONT'D)

Grade	A Start	B 6 Months	C 18 Months	D 30 Months	E 42 Months	F 54 Months	G 66 Months
17. Hourly	\$4.60	\$4.83	\$5.07	\$5.32	\$5.59	\$5.87	\$6.16
Weekly	\$184.00	\$193.20	\$202.80	\$212.80	\$223.60	\$234.80	\$246.40
Annual	\$9,568.00	\$10,046.40	\$10,545.60	\$11,065.60	\$11,627.20	\$12,209.60	\$12,812.80
18. Hourly	\$4.71	\$4.95	\$5.19	\$5.45	\$5.73	\$6.01	\$6.31
Weekly	\$188.40	\$198.00	\$207.60	\$218.00	\$229.20	\$240.40	\$252.40
Annual	\$9,796.80	\$10,296.00	\$10,795.20	\$11,336.00	\$11,918.40	\$12,500.80	\$13,124.80
19. Hourly	\$4.83	\$5.07	\$5.32	\$5.59	\$5.87	\$6.16	\$6.47
Weekly	\$193.20	\$202.80	\$212.80	\$223.60	\$234.80	\$246.40	\$258.80
Annual	\$10,046.40	\$10,545.60	\$11,065.60	\$11,627.20	\$12,209.60	\$12,812.80	\$13,457.60
20. Hourly	\$4.95	\$5.20	\$5.46	\$5.73	\$6.02	\$6.32	\$6.63
Weekly	\$198.00	\$208.00	\$218.40	\$229.20	\$240.80	\$252.80	\$265.20
Annual	\$10,296.00	\$10,816.00	\$11,356.80	\$11,918.40	\$12,521.60	\$13,145.60	\$13,790.40
21. Hourly	\$5.07	\$5.33	\$5.59	\$5.87	\$6.17	\$6.47	\$6.80
Weekly	\$202.80	\$213.20	\$223.60	\$234.80	\$246.80	\$258.80	\$272.00
Annual	\$10,545.60	\$11,086.40	\$11,627.20	\$12,209.60	\$12,833.60	\$13,457.60	\$14,144.00
22. Hourly	\$5.20	\$5.46	\$5.73	\$6.02	\$6.32	\$6.64	\$6.97
Weekly	\$208.00	\$218.40	\$229.20	\$240.80	\$252.80	\$265.60	\$278.80
Annual	\$10,816.00	\$11,356.80	\$11,918.40	\$12,521.60	\$13,145.60	\$13,811.20	\$14,497.60
23. Hourly	\$5.33	\$5.60	\$5.88	\$6.17	\$6.48	\$6.80	\$7.14
Weekly	\$213.20	\$224.00	\$235.20	\$246.80	\$259.20	\$272.00	\$285.60
Annual	\$11,086.40	\$11,648.00	\$12,230.40	\$12,833.60	\$13,478.40	\$14,144.00	\$14,851.20
24. Hourly	\$5.46	\$5.74	\$6.02	\$6.32	\$6.64	\$6.97	\$7.32
Weekly	\$218.40	\$229.60	\$240.80	\$252.80	\$265.60	\$278.80	\$292.80
Annual	\$11,356.80	\$11,939.20	\$12,521.60	\$13,145.60	\$13,811.20	\$14,497.60	\$15,225.60
25. Hourly	\$5.60	\$5.88	\$6.17	\$6.48	\$6.81	\$7.15	\$7.50
Weekly	\$224.00	\$235.20	\$246.80	\$259.20	\$272.40	\$286.00	\$300.00
Annual	\$11,648.00	\$12,230.40	\$12,833.60	\$13,478.40	\$14,164.80	\$14,872.00	\$15,600.00
26. Hourly	\$5.74	\$6.03	\$6.33	\$6.64	\$6.98	\$7.32	\$7.69
Weekly	\$229.60	\$241.20	\$253.20	\$265.60	\$279.20	\$292.80	\$307.60
Annual	\$11,939.20	\$12,542.40	\$13,166.40	\$13,811.20	\$14,518.40	\$15,225.60	\$15,995.20
27. Hourly	\$5.88	\$6.18	\$6.49	\$6.81	\$7.15	\$7.51	\$7.88
Weekly	\$235.20	\$247.20	\$259.60	\$272.40	\$286.00	\$300.40	\$315.20
Annual	\$12,230.40	\$12,854.40	\$13,499.20	\$14,164.80	\$14,872.00	\$15,620.80	\$16,390.40
28. Hourly	\$6.03	\$6.33	\$6.65	\$6.98	\$7.33	\$7.70	\$8.08
Weekly	\$241.20	\$253.20	\$266.00	\$279.20	\$293.20	\$308.00	\$323.20
Annual	\$12,542.40	\$13,166.40	\$13,832.00	\$14,518.40	\$15,246.40	\$16,016.00	\$16,806.40
29. Hourly	\$6.18	\$6.49	\$6.81	\$7.15	\$7.51	\$7.89	\$8.28
Weekly	\$247.20	\$259.60	\$272.40	\$286.00	\$300.40	\$315.60	\$331.20
Annual	\$12,854.40	\$13,499.20	\$14,164.80	\$14,872.00	\$15,620.80	\$16,411.20	\$17,222.40
30. Hourly	\$6.33	\$6.65	\$6.98	\$7.33	\$7.70	\$8.09	\$8.49
Weekly	\$253.20	\$266.00	\$279.20	\$293.20	\$308.00	\$323.60	\$339.60
Annual	\$13,166.40	\$13,832.00	\$14,518.40	\$15,246.40	\$16,016.00	\$16,827.20	\$17,659.20
31. Hourly	\$6.49	\$6.82	\$7.16	\$7.52	\$7.89	\$8.29	\$8.70
Weekly	\$259.60	\$272.80	\$286.40	\$300.80	\$315.60	\$331.60	\$348.00
Annual	\$13,499.20	\$14,185.60	\$14,892.80	\$15,641.60	\$16,411.20	\$17,243.20	\$18,096.00
32. Hourly	\$6.66	\$6.99	\$7.34	\$7.70	\$8.09	\$8.49	\$8.92
Weekly	\$266.40	\$279.60	\$293.60	\$308.00	\$323.60	\$339.60	\$356.80
Annual	\$13,852.80	\$14,539.20	\$15,267.20	\$16,016.00	\$16,827.20	\$17,659.20	\$18,553.60
33. Hourly	\$6.82	\$7.16	\$7.52	\$7.90	\$8.29	\$8.71	\$9.14
Weekly	\$272.80	\$286.40	\$300.80	\$316.00	\$331.60	\$348.40	\$365.60
Annual	\$14,185.60	\$14,892.80	\$15,641.60	\$16,432.00	\$17,243.20	\$18,116.80	\$19,011.20



## ATTACHMENT A (CONT'D)

Grade	A Start	B 6 Months	C 18 Months	D 30 Months	E 42 Months	F 54 Months	G 66 Months
34. Hourly	\$6.99	\$7.34	\$7.71	\$8.09	\$8.50	\$8.92	\$9.37
Weekly	\$279.60	\$293.60	\$308.40	\$323.60	\$340.00	\$356.80	\$374.80
Annual	\$14,539.20	\$15,267.20	\$16,036.80	\$16,827.20	\$17,680.00	\$18,553.60	\$19,489.60
35. Hourly	\$7.17	\$7.53	\$7.90	\$8.30	\$8.71	\$9.15	\$9.60
Weekly	\$286.80	\$301.20	\$316.00	\$332.00	\$348.40	\$366.00	\$384.00
Annual	\$14,913.60	\$15,662.40	\$16,432.00	\$17,264.00	\$18,116.80	\$19,032.00	\$19,968.00
36. Hourly	\$7.35	\$7.71	\$8.10	\$8.50	\$8.93	\$9.38	\$9.85
Weekly	\$294.00	\$308.40	\$324.00	\$340.00	\$357.20	\$375.20	\$394.00
Annual	\$15,288.00	\$16,036.80	\$16,848.00	\$17,680.00	\$18,574.40	\$19,510.40	\$20,488.00
37. Hourly	\$7.53	\$7.91	\$8.30	\$8.72	\$9.15	\$9.61	\$10.09
Weekly	\$301.20	\$316.40	\$332.00	\$348.80	\$366.00	\$384.40	\$403.60
Annual	\$15,662.40	\$16,452.80	\$17,264.00	\$18,137.60	\$19,032.00	\$19,988.80	\$20,987.20
38. Hourly	\$7.72	\$8.10	\$8.51	\$8.94	\$9.38	\$9.85	\$10.34
Weekly	\$308.80	\$324.00	\$340.40	\$357.60	\$375.20	\$394.00	\$413.60
Annual	\$16,057.60	\$16,848.00	\$17,700.80	\$18,595.20	\$19,510.40	\$20,488.00	\$21,507.20
39. Hourly	\$7.91	\$8.31	\$8.72	\$9.16	\$9.62	\$10.10	\$10.60
Weekly	\$316.40	\$332.40	\$348.80	\$366.40	\$384.80	\$404.00	\$424.00
Annual	\$16,452.80	\$17,284.80	\$18,137.60	\$19,052.80	\$20,009.60	\$21,008.00	\$22,048.00
40. Hourly	\$8.11	\$8.51	\$8.94	\$9.39	\$9.86	\$10.35	\$10.87
Weekly	\$324.40	\$340.40	\$357.60	\$375.60	\$394.40	\$414.00	\$434.80
Annual	\$16,868.80	\$17,700.80	\$18,595.20	\$19,531.20	\$20,508.80	\$21,528.00	\$22,609.60
41. Hourly	\$8.31	\$8.73	\$9.16	\$9.62	\$10.10	\$10.61	\$11.14
Weekly	\$332.40	\$349.20	\$366.40	\$384.80	\$404.00	\$424.40	\$445.60
Annual	\$17,284.80	\$18,158.40	\$19,052.80	\$20,009.60	\$21,008.00	\$22,068.80	\$23,171.20
42. Hourly	\$8.52	\$8.95	\$9.39	\$9.86	\$10.36	\$10.87	\$11.42
Weekly	\$340.80	\$358.00	\$375.60	\$394.40	\$414.40	\$434.80	\$456.80
Annual	\$17,721.60	\$18,616.00	\$19,531.20	\$20,508.80	\$21,548.80	\$22,609.60	\$23,753.60
43. Hourly	\$8.73	\$9.17	\$9.63	\$10.11	\$10.61	\$11.15	\$11.70
Weekly	\$349.20	\$366.80	\$385.20	\$404.40	\$424.40	\$446.00	\$468.00
Annual	\$18,158.40	\$19,073.60	\$20,030.40	\$21,028.80	\$22,068.80	\$23,192.00	\$24,336.00
44. Hourly	\$8.95	\$9.40	\$9.87	\$10.36	\$10.88	\$11.42	\$12.00
Weekly	\$358.00	\$376.00	\$394.80	\$414.40	\$435.20	\$456.80	\$480.00
Annual	\$18,616.00	\$19,552.00	\$20,529.60	\$21,548.80	\$22,630.40	\$23,753.60	\$24,960.00
45. Hourly	\$9.17	\$9.63	\$10.12	\$10.62	\$11.15	\$11.71	\$12.30
Weekly	\$366.80	\$385.20	\$404.80	\$424.80	\$446.00	\$468.40	\$492.00
Annual	\$19,073.60	\$20,030.40	\$21,049.60	\$22,089.60	\$23,192.00	\$24,356.80	\$25,584.00
46. Hourly	\$9.40	\$9.87	\$10.37	\$10.89	\$11.43	\$12.00	\$12.60
Weekly	\$376.00	\$394.80	\$414.80	\$435.60	\$457.20	\$480.00	\$504.00
Annual	\$19,552.00	\$20,529.60	\$21,569.60	\$22,651.20	\$23,774.40	\$24,960.00	\$26,208.00
47. Hourly	\$9.64	\$10.12	\$10.63	\$11.16	\$11.72	\$12.30	\$12.92
Weekly	\$385.60	\$404.80	\$425.20	\$446.40	\$468.80	\$492.00	\$516.80
Annual	\$20,051.20	\$21,049.60	\$22,110.40	\$23,212.80	\$24,377.60	\$25,584.00	\$26,873.60
48. Hourly	\$9.88	\$10.37	\$10.89	\$11.44	\$12.01	\$12.61	\$13.24
Weekly	\$395.20	\$414.80	\$435.60	\$457.60	\$480.40	\$504.40	\$529.60
Annual	\$20,550.40	\$21,569.60	\$22,651.20	\$23,795.20	\$24,980.80	\$26,228.80	\$27,539.20
49. Hourly	\$10.13	\$10.63	\$11.17	\$11.72	\$12.31	\$12.93	\$13.57
Weekly	\$405.20	\$425.20	\$446.80	\$468.80	\$492.40	\$517.20	\$542.80
Annual	\$21,070.40	\$22,110.40	\$23,233.60	\$24,377.60	\$25,604.80	\$26,894.40	\$28,225.60
50. Hourly	\$10.38	\$10.90	\$11.44	\$12.02	\$12.62	\$13.25	\$13.91
Weekly	\$415.20	\$436.00	\$457.60	\$480.80	\$504.80	\$530.00	\$556.40
Annual	\$21,590.40	\$22,672.00	\$23,795.20	\$25,001.60	\$26,249.60	\$27,560.00	\$28,952.80

Grade	A Start	B 6 Months	C 18 Months	D 30 Months	E 42 Months	F 54 Months	G 66 Months
51. <u>Hourly</u>	\$10.64	\$11.17	\$11.73	\$12.32	\$12.93	\$13.58	\$14.26
<u>Weekly</u>	\$425.60	\$446.80	\$469.20	\$492.80	\$517.20	\$543.20	\$570.40
<u>Annual</u>	\$22,131.20	\$23,233.60	\$24,398.40	\$25,625.60	\$26,894.40	\$28,246.40	\$29,660.80
52. <u>Hourly</u>	\$10.91	\$11.45	\$12.02	\$12.63	\$13.26	\$13.92	\$14.62
<u>Weekly</u>	\$436.40	\$458.00	\$480.80	\$505.20	\$530.40	\$556.80	\$584.80
<u>Annual</u>	\$22,692.80	\$23,816.00	\$25,001.60	\$26,270.40	\$27,580.80	\$28,953.60	\$30,409.60
53. <u>Hourly</u>	\$11.18	\$11.74	\$12.32	\$12.94	\$13.59	\$14.27	\$14.98
<u>Weekly</u>	\$447.20	\$469.60	\$492.80	\$517.60	\$543.60	\$570.80	\$599.20
<u>Annual</u>	\$23,254.40	\$24,419.20	\$25,625.60	\$26,915.20	\$28,267.20	\$29,681.60	\$31,158.40
54. <u>Hourly</u>	\$11.46	\$12.03	\$12.63	\$13.26	\$13.93	\$14.62	\$15.36
<u>Weekly</u>	\$458.40	\$481.20	\$505.20	\$530.40	\$557.20	\$584.80	\$614.40
<u>Annual</u>	\$23,836.80	\$25,022.40	\$26,270.40	\$27,580.80	\$28,974.40	\$30,409.60	\$31,948.80
55. <u>Hourly</u>	\$11.74	\$12.33	\$12.95	\$13.60	\$14.28	\$14.99	\$15.74
<u>Weekly</u>	\$469.60	\$493.20	\$518.00	\$544.00	\$571.20	\$599.60	\$629.60
<u>Annual</u>	\$24,419.20	\$25,646.40	\$26,936.00	\$28,288.00	\$29,702.40	\$31,179.20	\$32,739.20
56. <u>Hourly</u>	\$12.04	\$12.64	\$13.27	\$13.94	\$14.63	\$15.36	\$16.13
<u>Weekly</u>	\$481.60	\$505.60	\$530.80	\$557.60	\$585.20	\$614.40	\$645.20
<u>Annual</u>	\$25,043.20	\$26,291.20	\$27,601.60	\$28,995.20	\$30,430.40	\$31,948.80	\$33,550.40
57. <u>Hourly</u>	\$12.34	\$12.96	\$13.60	\$14.28	\$15.00	\$15.75	\$16.54
<u>Weekly</u>	\$493.60	\$518.40	\$544.00	\$571.20	\$600.00	\$630.00	\$661.60
<u>Annual</u>	\$25,667.20	\$26,956.80	\$28,288.00	\$29,702.40	\$31,200.00	\$32,760.00	\$34,403.20
58. <u>Hourly</u>	\$12.65	\$13.28	\$13.94	\$14.64	\$15.37	\$16.14	\$16.95
<u>Weekly</u>	\$506.00	\$531.20	\$557.60	\$585.60	\$614.80	\$645.60	\$678.00
<u>Annual</u>	\$26,312.00	\$27,622.40	\$28,995.20	\$30,451.20	\$31,969.60	\$33,571.20	\$35,256.00
59. <u>Hourly</u>	\$12.96	\$13.61	\$14.29	\$15.01	\$15.76	\$16.55	\$17.37
<u>Weekly</u>	\$518.40	\$544.40	\$571.60	\$600.40	\$630.40	\$662.00	\$694.80
<u>Annual</u>	\$26,956.80	\$28,308.80	\$29,723.20	\$31,220.80	\$32,780.80	\$34,424.00	\$36,129.60
60. <u>Hourly</u>	\$13.29	\$13.95	\$14.65	\$15.38	\$16.15	\$16.96	\$17.81
<u>Weekly</u>	\$531.60	\$558.00	\$586.00	\$615.20	\$646.00	\$678.40	\$712.40
<u>Annual</u>	\$27,643.20	\$29,016.00	\$30,472.00	\$31,990.40	\$33,592.00	\$35,276.80	\$37,044.80