

RESOLUTION NO. 73-2017

Establishing the Compensation Plan, Assigning Compensation Levels for Positions in the Classified Service, Adopting Class Specifications, Providing for Normal Work Weeks, and Repealing Resolution No. 58-2016.

WHEREAS, Section 139.05 of the Codified Ordinances of the City of Worthington provides for submission of a Compensation Plan to Council by the City Manager; and,

WHEREAS, it has been deemed necessary and proper that a revised Compensation Plan for Classified Personnel be considered; and,

WHEREAS, Council has fully considered such revised Compensation Plan; and,

WHEREAS, Council may approve said Compensation Plan or otherwise prescribe compensation policy by resolution;

NOW, THEREFORE, BE IT RESOLVED by the Council of the City of Worthington, County of Franklin, State of Ohio:

SECTION 1. That the annual, bi-weekly, and hourly rates of compensation as indicated on the Compensation Plan which is attached hereto and made a part hereof, shall be the plan of compensation for all positions in the Classified Service of the City. Said plan shall be identified by the number of this resolution. Salary rates shall be identified by the number of this resolution. Salary rates are based on twenty-six (26) pay periods each year. In converting from annual to hourly rates for part-time service, full time service shall be considered as 2080 hours per year except for part-time firefighters. Full time service for 56-hour employees of the Worthington Division of Fire shall be considered as 2,756 hours per year.

SECTION 2. That the normal workweek for full time employees shall be forty (40) hours except for the Division of Fire and Emergency Medical Services where the normal workweek shall be 56 hours for Captains, Lieutenants, Firefighters, and Firefighter/Paramedics.

SECTION 3. Positions in the Classified Service are hereby assigned to the following ranges of the Compensation Plan.

Classified Position	Class Specification	Range
	No.	
Police Chief	122	36
Fire Chief	180	36
Police Captain	123	34
Assistant Chief	182	33

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<u>Classified Position</u>	<u>Class Specification No.</u>	<u>Range</u>
Police Lieutenant	124	32
Fire Captain	183	30A
Fire Lieutenant	184	29A
Fire Prevention Lieutenant	184a	29B
Police Sergeant	125	27
Recreation Superintendent	111	26
Maintenance Superintendent	151	25
Assistant Building Inspector	145	24
Assistant City Engineer	144	24
Fleet Manager	148	24
Eng/GIS Manager	222	22
Police Officer	129	20A
Part-Time Court Liaison	130	20B
Finance Assistant	64	20
Senior Center Manager	168	20
Mechanic	162	20
Planning Coordinator	164	20
Operations Support Manager	239	20
Parks Manager	166	20
Systems Engineer	237	20
Firefighter	186	19A
Firefighter/Paramedic	188	19A
Fire Inspector/Prevention Officer	196	19B
Maintenance Supervisor	152	19
Building Maintenance Technician	214	19
Parks Supervisor	104	19
Field Inspector/Building and Zoning	146	17
Field Inspector	191	17
Marketing and Outreach Supervisor	232	17
Parks Crew Leader	246	17
Recreation Supervisor- General	113	17
Recreation Supervisor - Aquatics	207	17
Recreation Supervisor - Fitness	210	17
Recreation Supervisor - Senior Fitness	224	17
Recreation Supervisor – Pre-School	233	17
Recreation Supervisor - Senior	234	17
IT Technician	205	17
Traffic Signal Technician	154	17
GIS Analyst	242	16
Finance/Personnel Analyst	69	16
City Clerk	44	16

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Classified <u>Position</u>	Class Specification <u>No.</u>	<u>Range</u>
Part-Time Finance Specialist	219	16
Fleet Maintenance Technician	192	16
Maintenance Technician	157	15
Parks Technician	105	15
Animal Warden	133	15
Aquatics Assistant	208	15
Project Supervisor	212	15
Building Maintenance Assistant	225	15
Communication Technician	190	14
Building Custodian II	153a	14
Finance Analyst	70	14
Help Desk Specialist	245	14
Secretary	135	12
Customer Service Coordinator	213	12
Marketing and Outreach Coordinator	231	12
Parks & Recreation Custodian	215	12
Assistant City Clerk	203	12
Paralegal	227	12
Permit Clerk	230	12
Part-Time Communications Specialist	238	11
Part-Time Secretary	136	10
Part-Time Code Enforcement Officer	240	10
Part-Time Deputy Court Clerk	53	10
Building Custodian	153	9
Crossing Guards	134	1T
Seasonal Workers	158	2T
Summer Programs Coordinator	193	3T
Summer Specialist	197	4T
Summer Leader II	108	5T
Summer Leader I	110	6T
Part-Time Custodian	156	7T
Part-Time Parks & Recreation Custodian	216	7T
Student Intern	143,194,195	8T
Part-Time Firefighter	186,188	9T
Part-Time Support Staff	199	1P
Part-Time Lifeguard	209	1P/2P/3P
Part-Time Fitness Attendant	211	1P
Part-Time Customer Service Staff	204	1P/2P
Part-Time Child Care Attendant	218	1P
Dispatching Attendant	221	1P
Part-Time General Instructor	200	2P

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Part-Time Child Care Coordinator	217	2P
Part-Time Specialized Staff	201	3P
Part-Time Specialized Staff II	241	4P
Junior Leader	220	5P

Special Compensation Rates:

Building Official - Compensation at the rate of \$60.00 per hour.

SECTION 4. On and after January 1, 2018, all employees will receive compensation at the range and step within that range as reflected in this resolution and the attached compensation plan.

SECTION 5. Annual step rate increases for regular employees may, when properly recommended by procedures established by Administrative Regulation 2.2, be granted on the current merit increase anniversary date or the anniversary date of the most recent promotion.

SECTION 6. All new employees shall remain for a period of one year in the step and range at which they were hired. This one-year period shall be the probationary period.

SECTION 7. No newly hired employee shall be given a probationary or provisional appointment at a starting rate in excess of Step B of the appropriate range to which said new employee is assigned. Exception to this section will be by Council resolution only, upon request of the City Manager.

SECTION 8. Class specifications for these Classified Positions are as in the Master List retained in the Personnel Office and are hereby reaffirmed.

SECTION 9. Hourly rated employees shall be assigned to the step within the new range prescribed by this resolution, which is nearest their current pay rate.

SECTION 10. Part-time and Seasonal employees may be advanced to the next step of the appropriate salary range upon recommendation of the Department Head/Division Chief and upon approval of the Personnel Director and City Manager. Any such recommendation must include regular performance evaluations. In no event shall an employee advance more than one (1) step during the calendar year.

SECTION 11. Part-time Lifeguards designated as a Special Event Lifeguard for a specific event shall be compensated at pay range 3P.

SECTION 12. Part-time staff designated as private swim instructor, corporate fitness instructor or personal trainer shall be compensated at \$30.00 per hour as assigned for these specific duties.

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SECTION 13. There shall be a Review Board consisting of the City Manager, Director of Finance, and the President of City Council, whose duty it shall be to review questioned cases of transfers from the existing compensation plan to the compensation plan in this resolution.

SECTION 14. The pay range assigned to this resolution shall be effective on January 1, 2018, and replaces all prior legislation relating to compensation of City Employees in the Classified Service

SECTION 15. Employees in the classifications of Full-time Communication Technician designated as a Communication Technician Training Officer (“CTO”) shall be compensated at an additional \$0.50-per hour for all hours when performing the duties of a CTO. CTO pay shall not apply to the employee’s overtime hourly rate.

SECTION 16. That Resolution No.58-2016, as Amended, be and the same is hereby repealed.

Adopted December 4, 2017

/s/ Bonnie D. Michael
President of Council

Attest:

/s/ D. Kay Thress
Clerk of Council

2018 COMPENSATION PLAN

2.50% Range	Period	Step A	Step B	Step C	Step D
9	Hourly	20.20	21.83	23.51	25.43
	Biweekly	1,615.83	1,746.43	1,881.04	2,034.18
	Annual	42,011.65	45,407.15	48,906.99	52,888.68
10	Hourly	21.01	22.70	24.55	26.51
	Biweekly	1,680.74	1,815.73	1,963.77	2,120.53
	Annual	43,699.35	47,208.95	51,058.13	55,133.68
11	Hourly	21.83	23.60	25.43	27.49
	Biweekly	1,746.43	1,888.09	2,034.18	2,198.90
	Annual	45,407.15	49,090.35	52,888.68	57,171.39
12	Hourly	22.70	24.55	26.51	28.58
	Biweekly	1,815.73	1,963.77	2,120.53	2,286.51
	Annual	47,208.95	51,058.13	55,133.68	59,449.36
13	Hourly	23.68	25.59	27.61	29.83
	Biweekly	1,894.73	2,047.46	2,209.04	2,386.13
	Annual	49,262.96	53,233.98	57,435.10	62,039.50
14	Hourly	24.55	25.59	27.61	30.86
	Biweekly	1,963.77	2,047.46	2,209.04	2,468.87
	Annual	51,058.13	53,233.98	57,435.10	64,190.51
15	Hourly	25.43	27.49	29.66	32.01
	Biweekly	2,034.18	2,198.90	2,373.07	2,560.98
	Annual	52,888.66	57,171.39	61,699.94	66,585.61
16	Hourly	26.51	28.58	30.86	33.36
	Biweekly	2,120.53	2,286.51	2,468.87	2,669.17
	Annual	55,133.68	59,449.36	64,190.51	69,398.46
17	Hourly	27.49	29.66	32.01	34.64
	Biweekly	2,198.90	2,373.07	2,560.98	2,771.26
	Annual	57,171.39	61,699.94	66,585.61	72,052.88
17A	Hourly	33.19	34.92		
	Biweekly	2,655.29	2,793.83		
	Annual	69,037.52	72,639.46		

2018 COMPENSATION PLAN

<u>Range</u>	<u>Period</u>	<u>Step A</u>	<u>Step B</u>	<u>Step C</u>	<u>Step D</u>
18	Hourly	28.58	30.75	33.36	35.98
	Biweekly	2,286.51	2,459.93	2,669.17	2,878.17
	Annual	59,449.36	63,958.16	69,398.46	74,832.33
19	Hourly	29.66	32.01	34.64	37.39
	Biweekly	2,373.07	2,560.98	2,771.26	2,991.38
	Annual	61,699.94	66,585.61	72,052.88	77,775.81
19A	Hourly	20.08	23.35	25.15	27.03
	Biweekly	2,128.38	2,474.92	2,665.51	2,865.51
	Annual	55,337.94	64,347.83	69,303.33	74,503.23
19B	Hourly	26.60	30.94	33.32	35.82
	Biweekly	2,128.38	2,474.92	2,665.51	2,865.51
	Annual	55,337.94	64,347.83	69,303.33	74,503.23
20	Hourly	29.83	32.17	34.78	39.08
	Biweekly	2,386.13	2,573.37	2,782.37	3,126.37
	Annual	62,039.50	66,907.57	72,341.71	81,285.56
20A	Hourly	28.2629	33.4952	36.0392	42.3193
	Biweekly	2,261.03	2,679.62	2,883.13	3,385.54
	Annual	58,786.90	69,670.01	74,961.47	88,024.10
20B	Hourly	28.0457	29.3518		
	Biweekly	2,243.66	2,348.14		
	Annual	58,335.12	61,051.64		
21	Hourly	30.86	33.36	35.98	38.87
	Biweekly	2,468.87	2,669.17	2,878.17	3,109.92
	Annual	64,190.51	69,398.46	74,832.30	80,858.04
22	Hourly	32.61	34.78	37.57	40.56
	Biweekly	2,609.05	2,782.37	3,005.89	3,244.95
	Annual	67,835.29	72,341.71	78,153.20	84,368.59
23	Hourly	33.36	35.98	38.87	42.42
	Biweekly	2,669.17	2,878.17	3,109.92	3,393.81
	Annual	69,398.46	74,832.33	80,858.04	88,239.16
24	Hourly	34.64	37.39	40.40	43.61
	Biweekly	2,771.26	2,991.38	3,231.66	3,488.43
	Annual	72,052.88	77,775.81	84,023.29	90,699.12

2018 COMPENSATION PLAN

Range	Period	Step A	Step B	Step C	Step D
25	Hourly	35.98	38.87	42.02	45.35
	Biweekly	2,878.17	3,109.92	3,361.49	3,627.88
	Annual	74,832.33	80,858.04	87,398.81	94,324.81
26	Hourly	37.39	40.40	43.61	47.09
	Biweekly	2,991.38	3,231.66	3,488.43	3,767.32
	Annual	77,775.81	84,023.29	90,699.12	97,950.44
27	Hourly	44.9069	48.3670		
	Biweekly	3,592.55	3,869.36		
	Annual	93,406.25	100,603.34		
28	Hourly	39.08	42.19	45.35	49.22
	Biweekly	3,126.37	3,375.54	3,627.88	3,937.76
	Annual	81,285.56	87,764.12	94,324.81	102,381.84
29	Hourly	40.40	43.61	47.09	50.85
	Biweekly	3,231.66	3,488.43	3,767.32	4,068.36
	Annual	84,023.29	90,699.12	97,950.44	105,777.25
29A	Hourly	28.92	30.28		
	Biweekly	3,065.99	3,209.37		
	Annual	79,715.76	83,443.63		
29B	Hourly	38.32	40.12		
	Biweekly	3,065.99	3,209.37		
	Annual	79,715.76	83,443.63		
30	Hourly	42.02	45.35	48.99	52.90
	Biweekly	3,361.49	3,627.88	3,918.84	4,232.34
	Annual	87,398.81	94,324.81	101,889.76	110,040.96
30A	Hourly	31.49	33.30		
	Biweekly	3,337.68	3,530.31		
	Annual	86,779.76	91,787.97		
31	Hourly	43.61	47.09	50.85	54.92
	Biweekly	3,488.43	3,767.32	4,068.36	4,393.74
	Annual	90,699.12	97,950.44	105,777.25	114,237.13

2018 COMPENSATION PLAN

<u>Range</u>	<u>Period</u>	<u>Step A</u>	<u>Step B</u>	<u>Step C</u>	<u>Step D</u>
31A	Hourly	49.04	50.06	51.19	
	Biweekly	3,922.91	4,004.70	4,094.90	
	Annual	101,995.71	104,122.32	106,467.41	
32	Hourly	51.6419	53.6048		
	Biweekly	4,131.35	4,288.38		
	Annual	107,415.11	111,497.95		
33	Hourly	48.31	51.21		
	Biweekly	3,865.01	4,096.90		
	Annual	100,490.17	106,519.50		
34	Hourly	52.36	54.45		
	Biweekly	4,188.69	4,356.20		
	Annual	108,905.97	113,261.12		
35	Hourly	52.74	56.96		
	Biweekly	4,219.08	4,556.61		
	Annual	109,696.09	118,471.78		
36	Hourly	54.27	58.59		
	Biweekly	4,341.67	4,687.17		
	Annual	112,883.34	121,866.45		
1T	Hourly	15.15	16.91		
2T	Hourly	13.34	14.85		
3T	Hourly	20.03	20.93		
4T	Hourly	16.47	17.36		
5T	Hourly	14.70	15.57		
6T	Hourly	12.45	13.34		
7T	Hourly	13.80	15.29		
8T	Hourly	10.25	15.38		
9T	Hourly	14.70			

2018 COMPENSATION PLAN

<u>Range</u>	<u>Period</u>	<u>Step A</u>	<u>Step B</u>	<u>Step C</u>	<u>Step D</u>
1P	Hourly	11.98	13.69	15.40	
2P	Hourly	15.40	17.14	18.85	
3P	Hourly	19.69	21.40	23.08	
4P	Hourly	25.98	27.65	29.34	31.01
5P	Hourly	8.35			