

RESOLUTION NO. 64-2018

Establishing the Compensation Plan, Assigning Compensation Levels for Positions in the Classified Service, Adopting Class Specifications, Providing for Normal Work Weeks, and Repealing Resolutions No. 73-2017 and 55-2018.

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

RESOLUTION NO. 64-2018

Classified <u>Position</u>	Class Specification <u>No.</u>	<u>Range</u>
Assistant Chief	182	33
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

RESOLUTION NO. 64-2018

<u>Classified Position</u>	<u>Class Specification No.</u>	<u>Range</u>
City Clerk	44	16
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	14A
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
Planning & Bldg. Asst.	247	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	249	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

RESOLUTION NO. 64-2018

<u>Classified Position</u>	<u>Class Specification No.</u>	<u>Range</u>
Dispatching Attendant	221	1P
Part-Time General Instructor	200	2P
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, 2019, 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.

RESOLUTION NO. 64-2018

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.

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, 2019, 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.73-2017, as Amended, and Resolution No. 55-2018 be and the same are hereby repealed.

Adopted December 3, 2018

/s/ Bonnie D. Michael  
President of Council

Attest:

/s/ D. Kay Thress  
Clerk of Council

## 2019 COMPENSATION PLAN

Range	Period	Step A	Step B	Step C	Step D
9	Hourly	20.8038	22.4853	24.2184	26.1901
	Biweekly	1,664.31	1,798.82	1,937.47	2,095.21
	Annual	43,272.00	46,769.37	50,374.20	54,475.34
10	Hourly	21.6396	23.3775	25.2836	27.3020
	Biweekly	1,731.17	1,870.20	2,022.69	2,184.14
	Annual	45,010.33	48,625.22	52,589.87	56,787.69
11	Hourly	22.4853	24.3092	26.1901	28.3108
	Biweekly	1,798.82	1,944.73	2,095.21	2,264.87
	Annual	46,769.37	50,563.06	54,475.34	58,886.54
12	Hourly	23.3775	25.2836	27.3020	29.4389
	Biweekly	1,870.20	2,022.69	2,184.14	2,355.11
	Annual	48,625.22	52,589.87	56,787.69	61,232.85
13	Hourly	24.3946	26.3611	28.4410	30.7210
	Biweekly	1,951.57	2,108.88	2,275.31	2,457.72
	Annual	50,740.84	54,831.00	59,158.15	63,900.68
14	Hourly	25.2836	26.3611	28.4410	31.7866
	Biweekly	2,022.69	2,108.88	2,275.31	2,542.93
	Annual	52,589.87	54,831.00	59,158.15	66,116.23
14A	Hourly	29.4389	31.7866		
	Biweekly	2,355.11	2,542.93		
	Annual	61,232.84	66,116.23		
15	Hourly	26.1901	28.3108	30.5533	32.9727
	Biweekly	2,095.20	2,264.87	2,444.27	2,637.81
	Annual	54,475.32	58,886.54	63,550.93	68,583.18
16	Hourly	27.3020	29.4389	31.7866	34.3656
	Biweekly	2,184.14	2,355.11	2,542.93	2,749.25
	Annual	56,787.69	61,232.85	66,116.23	71,480.41
17	Hourly	28.3108	30.5533	32.9727	35.6800
	Biweekly	2,264.87	2,444.27	2,637.81	2,854.40
	Annual	58,886.54	63,550.93	68,583.18	74,214.46

## 2019 COMPENSATION PLAN

Range	Period	Step A	Step B	Step C	Step D
17A	Hourly	34.1868	35.9705		
	Biweekly	2,734.95	2,877.64		
	Annual	71,108.65	74,818.65		
18	Hourly	29.4389	31.6716	34.3656	37.0564
	Biweekly	2,355.11	2,533.73	2,749.25	2,964.51
	Annual	61,232.85	65,876.90	71,480.41	77,077.30
19	Hourly	30.5533	32.9727	35.6800	38.5140
	Biweekly	2,444.27	2,637.81	2,854.40	3,081.12
	Annual	63,550.93	68,583.18	74,214.46	80,109.09
19A	Hourly	21.1985	24.6499	26.5483	28.5402
	Biweekly	2,247.04	2,612.89	2,814.12	3,025.26
	Annual	58,423.03	67,935.22	73,166.99	78,656.79
19B	Hourly	28.0880	32.6612	35.1764	37.8158
	Biweekly	2,247.04	2,612.89	2,814.12	3,025.26
	Annual	58,423.03	67,935.22	73,166.99	78,656.79
20	Hourly	30.7210	33.1321	35.8231	40.2520
	Biweekly	2,457.72	2,650.57	2,865.84	3,220.16
	Annual	63,900.68	68,914.80	74,511.96	83,724.13
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	28.8871	30.2323		
	Biweekly	2,310.97	2,418.58		
	Annual	60,085.17	62,883.19		
21	Hourly	31.7866	34.3656	37.0564	40.0403
	Biweekly	2,542.93	2,749.25	2,964.51	3,203.22
	Annual	66,116.23	71,480.41	77,077.27	83,283.78
22	Hourly	33.5915	35.8231	38.7009	41.7787
	Biweekly	2,687.32	2,865.84	3,096.07	3,342.29
	Annual	69,870.35	74,511.96	80,497.79	86,899.65
23	Hourly	34.3656	37.0564	40.0403	43.6950
	Biweekly	2,749.25	2,964.51	3,203.22	3,495.63
	Annual	71,480.41	77,077.30	83,283.78	90,886.34

## 2019 COMPENSATION PLAN

Range	Period	Step A	Step B	Step C	Step D
24	Hourly	35.6800	38.5140	41.6077	44.9135
	Biweekly	2,854.40	3,081.12	3,328.61	3,593.08
	Annual	74,214.46	80,109.09	86,543.99	93,420.10
25	Hourly	37.0564	40.0403	43.2790	46.7089
	Biweekly	2,964.51	3,203.22	3,462.34	3,736.71
	Annual	77,077.30	83,283.78	90,020.77	97,154.55
26	Hourly	38.5140	41.6077	44.9135	48.5043
	Biweekly	3,081.12	3,328.61	3,593.08	3,880.34
	Annual	80,109.09	86,543.99	93,420.10	100,888.95
27	Hourly	44.9069	48.3670		
	Biweekly	3,592.55	3,869.36		
	Annual	93,406.25	100,603.34		
28	Hourly	40.2520	43.4601	46.7089	50.6987
	Biweekly	3,220.16	3,476.81	3,736.71	4,055.90
	Annual	83,724.13	90,397.04	97,154.55	105,453.29
29	Hourly	41.6077	44.9135	48.5043	52.3801
	Biweekly	3,328.61	3,593.08	3,880.34	4,190.41
	Annual	86,543.99	93,420.10	100,888.95	108,950.57
29A	Hourly	30.5370	31.9650		
	Biweekly	3,236.92	3,388.29		
	Annual	84,159.91	88,095.61		
29B	Hourly	40.4615	42.3537		
	Biweekly	3,236.92	3,388.29		
	Annual	84,159.91	88,095.61		
30	Hourly	43.2792	46.7089	50.4550	54.4914
	Biweekly	3,462.34	3,736.71	4,036.40	4,359.31
	Annual	90,020.77	97,154.55	104,946.45	113,342.18
30A	Hourly	33.2430	35.1615		
	Biweekly	3,523.76	3,727.12		
	Annual	91,617.73	96,905.15		



## 2019 COMPENSATION PLAN

Range	Period	Step A	Step B	Step C	Step D
31	Hourly	44.9135	48.5043	52.3801	56.5693
	Biweekly	3,593.08	3,880.34	4,190.41	4,525.55
	Annual	93,420.10	100,888.95	108,950.57	117,664.25
31A	Hourly	50.5075	51.5606	52.7218	
	Biweekly	4,040.60	4,124.85	4,217.75	
	Annual	105,055.58	107,245.99	109,661.43	
32	Hourly	51.6419	53.6048		
	Biweekly	4,131.35	4,288.38		
	Annual	107,415.11	111,497.95		
33	Hourly	49.7620	52.7476		
	Biweekly	3,980.96	4,219.81		
	Annual	103,504.87	109,715.08		
34	Hourly	53.9294	56.0860		
	Biweekly	4,314.35	4,486.88		
	Annual	112,173.15	116,658.95		
35	Hourly	54.3207	58.6663		
	Biweekly	4,345.65	4,693.30		
	Annual	112,986.98	122,025.93		
36	Hourly	55.8990	60.3473		
	Biweekly	4,471.92	4,827.79		
	Annual	116,269.84	125,522.45		
1T	Hourly	15.60	17.42		
2T	Hourly	13.74	15.30		
3T	Hourly	20.63	21.56		
4T	Hourly	16.97	17.88		
5T	Hourly	15.14	16.04		
6T	Hourly	12.83	13.74		
7T	Hourly	14.21	15.75		

## 2019 COMPENSATION PLAN

<u>Range</u>	<u>Period</u>	<u>Step A</u>	<u>Step B</u>	<u>Step C</u>	<u>Step D</u>
8T	Hourly	10.56	15.84		
9T	Hourly	15.14			
1P	Hourly	12.34	14.10	15.86	
2P	Hourly	15.86	17.65	19.42	
3P	Hourly	20.28	22.04	23.78	
4P	Hourly	26.76	28.48	30.22	31.94
5P	Hourly	8.60			