

City of Willoughby Hills

Interoffice Memo

Date: June 17, 2019

To: Council President Nancy Fellows, Council Members and Council Clerk

From: Robert M. Weger, Mayor/Safety Director *rw*

Subject: Ordinance Fixing the Compensation of the Full-Time Assistant Finance Director

Attached please find an Ordinance that I have prepared in order to fix the compensation of the Full-Time Assistant Finance Director, Dawn Snyder. This is in keeping with the other staff pay increases adopted by Council on May 9, 2019.

Assistant Finance Director Snyder has not received a pay increase since the adoption of Ordinance 2017-59 on September 18, 2017. I have proposed the same 2% retroactive pay increases for 2018 and 2019 that Council has provided to the other non-Union employees.

Please pass the attached Ordinance with an Emergency Clause and waiving the three readings so that Assistant Finance Director Snyder may receive her pay increase, as the other City non-Union members have recently.

cc: Law Director James O'Leary
Finance Director Frank Brichacek

NANCY E. FELLOWS,
President of Council

JOHN T. PLECNIK
Vice President of Council

VICTORIA ANN SAVAGE, CMC
Clerk of Council

City of Willoughby Hills

Council
DAVID M. FIEBIG

CHRISTOPHER HALLUM

LAURA LENZ

JANET MAJKA

LAURA PIZMOHT

ORDINANCE NO 2019-PAY INCREASE FOR ASST. FINANCE DIRECTOR

AN ORDINANCE FIXING THE COMPENSATION FOR THE FULL-TIME ASSISTANT FINANCE DIRECTOR; REPEALING CONFLICTING LEGISLATION AND DECLARING AN EMERGENCY.

WHEREAS, The Personnel Relations Committee of Council met on April 23, 2019, to continue the discussion about non-union raises and the Committee unanimously agreed that all non-union employees should be kept on par with their union colleagues and receive a 2% raise for 2018 and a 2% raise for 2019 because they also did not receive raises in 2018 or 2019; and

WHEREAS, on May 9, 2019, City Council passed pay increase ordinances to cover the positions of Full-time Police Chief, Full-time Road Superintendent, Part-time Firefighters, Part-time Police Officers, Part-time Council Clerk, leaving only the Full-time Assistant Finance Director and Part-time Finance Director without current pay ordinances; and

WHEREAS, Assistant Finance Director Dawn Snyder has not received a pay increase since adoption of Ordinance 2017-59 on September 18, 2017, which brought her current rate of pay to \$20.19 per hour; and

NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF WILLOUGHBY HILLS, COUNTY OF LAKE, STATE OF OHIO, THAT:

SECTION 1. COMPENSATION.

In accordance with Section 3.2 of the City Charter, Council has fixed the compensation for the Full-time Assistant Finance Director as follows:

1.1 Retro to January, 2018, said hourly rate shall reflect a 2% increase:

\$20.59 per hour

1.2 Retro to January, 2019, said hourly rate shall reflect a 2% increase:

\$21.00 per hour

SECTION 2. STAFFING LEVEL

2.1 The required staffing level for said position shall be (1) Assistant Finance Director.

SECTION 3. EMPLOYMENT PROVISIONS

3.1 General Provisions. Chapter 157- General Employment Provisions of the Codified Ordinances of the City of Willoughby Hills provides additional benefits, including, but not limited to: pension plan, vacation, holiday, sick leave, longevity compensation, insurance, travel expense, personal days, jury service, military service, funeral leave, uniform allowance, additional compensation, Family Medical Leave (FMLA), injury leave and direct deposit of payroll.

SECTION 4. All Ordinances, or parts thereof in conflict with the provisions of this Ordinance be, and are hereby repealed as of the effective date of this Ordinance; specifically, Ordinance 2009-36, Ordinance 2014-74 and Ordinance 2017-59.

SECTION 5. The actions of this Council concerning and relating to the passage of this legislation were conducted in lawful meetings of this Council and that all deliberations of this Council and any of its committees that resulted in such formal action were in compliance with all legal requirements, including Chapter 107 of the Codified Ordinances of the City of Willoughby Hills.

SECTION 6. This Ordinance shall be in full force and effect at the earliest time permitted by law.

PASSED: _____, 2019

Nancy E. Fellows
President of Council

Submitted to the Mayor for his approval on this
_____ day of _____, 2019.

Approved by the Mayor:
_____, 2019

ATTEST:

Victoria Ann Savage, CMC
Clerk of Council

Robert M. Weger
Mayor