

ORDINANCE NO. 205-20

AN ORDINANCE AMENDING SECTIONS 31.05 AND 31.07.7 OF THE SALARIES AND BENEFITS CODE OF THE CITY OF MEDINA, OHIO BY THE ADDITION OF THE POSITION OF RECREATION CENTER SUPERINTENDENT, ADOPTING THE JOB DESCRIPTION, AND DECLARING AN EMERGENCY.

WHEREAS: Section 31.05 of the Salaries and Benefits Code pertaining to the Recreation Center presently reads as follows:

RECREATION CENTER

| <u>Number</u> | <u>Classification</u> | <u>Steps Authorized</u> |
|---------------|---|----------------------------------|
| 1 | Recreation Center Director | Pay Grade 112 (annual-bi-weekly) |
| 1 | Recreation Center Aquatics Manager | 11 A-F |
| 1 | Recreation Center Program Manager | 11 A-F |
| 1 | Recreation Center Office Administrator | 10 A-F |
| 1 | Recreation Center Financial Assistant | 9 A-F |
| 1 | Recreation Center Program Specialist | 7 A-F |
| 1 | Recreation Center Recreation Supervisor | 8 A-F |
| | Part-time Employees* | Section 31.02(E) |

*That the Recreation Center Director is responsible for notifying the Finance Director in writing when an employee is eligible to advance to the next pay step. The Finance Department shall process the pay increase to be effective the second pay period after proper notification.
(Ord. 23-06, 171-10, 207-10, 134-11, 54-18, 1-20, 13-20)

WHEREAS: Section 31.07.7 of the Salaries and Benefits Code of the City of Medina, Ohio presently reads in part as follows relative to the Recreation Center:

| <u>Recreation Center</u> | <u>Code</u> |
|---|-------------|
| Recreation Center Director | 715 |
| Recreation Center Aquatics Manager | 725 |
| Recreation Center Program Manager | 750 |
| Recreation Center Program Specialist | 755 |
| Recreation Center Recreation Supervisor | 760 |
| Recreation Center Financial Assistant | 780 |
| Recreation Center Office Administrator | 785 |

(Ord. 69-01, 120-01, 13-02, 23-06, 47-06, 171-10)

NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF MEDINA, OHIO:

SEC. 1: That Section 31.05 of the Salaries and Benefits Code of the City of Medina, Ohio shall be amended in part to read as follows relative to the Recreation Center:

RECREATION CENTER

| <u>Number</u> | <u>Classification</u> | <u>Steps Authorized</u> |
|---------------|---|----------------------------------|
| 1 | Recreation Center Director | Pay Grade 112 (annual-bi-weekly) |
| 1 | Recreation Center Superintendent | 15 A-F |
| 1 | Recreation Center Aquatics Manager | 11 A-F |
| 1 | Recreation Center Program Manager | 11 A-F |
| 1 | Recreation Center Office Administrator | 10 A-F |
| 1 | Recreation Center Financial Assistant | 9 A-F |
| 1 | Recreation Center Program Specialist | 7 A-F |
| 1 | Recreation Center Recreation Supervisor | 8 A-F |
| | Part-time Employees* | Section 31.02(E) |

*That the Recreation Center Director is responsible for notifying the Finance Director in writing when an employee is eligible to advance to the next pay step. The Finance Department shall process the pay increase to be effective the second pay period after proper notification.
(Ord. 23-06, 171-10, 207-10, 134-11, 54-18, 1-20, 13-20, **205-20**)

SEC. 2: That Section 31.07.7 of the Salaries and Benefits Code of the City of Medina, Ohio shall be amended in part to read as follows relative to the Recreation Center:

| <u>Recreation Center</u> | <u>Code</u> |
|---|-------------|
| Recreation Center Director | 715 |
| Recreation Center Superintendent | 720 |
| Recreation Center Aquatics Manager | 725 |
| Recreation Center Program Manager | 750 |
| Recreation Center Program Specialist | 755 |
| Recreation Center Recreation Supervisor | 760 |
| Recreation Center Financial Assistant | 780 |
| Recreation Center Office Administrator | 785 |

(Ord. 69-01, 120-01, 13-02, 23-06, 47-06, 171-10, **205-20**)

SEC. 3: That the job description for Recreation Center Superintendent is hereby adopted and attached hereto.

SEC. 4: That in accordance with Section 31.07, the job description for Recreation Center Superintendent is hereby approved and adopted; marked Exhibit A, attached hereto, and incorporated herein.

SEC. 5: That this Ordinance shall be retroactive to November 9, 2020.

SEC. 6: That it is found and determined that all formal actions of this Council concerning and relating to the passage of this Ordinance were adopted in an open meeting of this Council, and that all deliberations of this Council and any of its committees that resulted in such formal action, were in meetings open to the public, in compliance with the law.

SEC. 7: That this Ordinance shall be considered an emergency measure necessary due to an unexpected resignation and other current vacancies, and for the immediate preservation of the public peace, health and safety; and wherefore, this Ordinance shall be in full force and effect immediately upon its passage and signature by the Mayor.

PASSED: November 23, 2020

SIGNED: John M. Coyne, III
President of Council

ATTEST: Kathy Patton
Clerk of Council

APPROVED: November 24, 2020

SIGNED: Dennis Hanwell
Mayor