



# LEGISLATIVE COVER MEMO

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**Introduction:** May 16, 2022

**Agenda Item:** **Resolution 2022-46**

AMENDING RESOLUTION 2022-38 AND ESTABLISHING THE ORGANIZATIONAL LISTINGS AND PAY RATES FOR CITY OF FRANKLIN AND FRANKLIN MUNICIPAL COURT OFFICIALS AND EMPLOYEES FOR THE YEAR 2022

**Submitted by:** Cindi Chibis, Human Resource

**Scope/Description:** Resolution 2022-38 is being amended to set the rates of pay for 2022. The Civil/Deputy Bailiff position is being filled by a probation officer. The Assistant City Manager pay range is being set at \$89,039 - \$109,507. The Clerk of Council pay range is being increased to \$67,216 - \$82,667.

**Budget Impact:** None.

**Exhibits:** Exhibit A: 2022 Payroll Rates

**Recommendation:** Approval

CITY OF FRANKLIN, OHIO  
RESOLUTION 2022-46

**AMENDING RESOLUTION 2022-38 AND ESTABLISHING THE ORGANIZATIONAL LISTINGS AND PAY RATES FOR CITY OF FRANKLIN AND FRANKLIN MUNICIPAL COURT OFFICIALS AND EMPLOYEES FOR THE YEAR 2022**

WHEREAS, section 3.03 of the City of Franklin Charter grants this Council the power to fix the number of employees in the various offices, departments, divisions, bureaus, boards and commissions of the City and to fix the rate of their compensation; and

WHEREAS, Section 1901.33 of the Ohio Revised code provides that the judge of a municipal court may appoint one or more interpreters, one or more mental health professionals, one or more probation officers, an assignment commissioner, deputy assignment commissioners, and other court aides on a full-time, part-time, hourly, or other basis. Each appointee shall receive the compensation out of the city treasury that the legislative authority prescribes in either biweekly installments or semimonthly installments, as determined by the payroll administrator and the judge may appoint one or more typists, stenographers, statistical clerks, and official court reporters, each of whom shall be paid the compensation out of the city treasury that the legislative authority prescribes; and

WHEREAS, Resolution 2022-38 established pay rates for City of Franklin Officials and Employees for the year 2022 and now needs amended;

NOW, THEREFORE, BE IT RESOLVED by the Council of the City of Franklin, Ohio, a majority of members present concurring, that:

Section 1. The compensation hereafter provided in Exhibit A shall apply to the listed positions for and during the year 2022.

Section 2. It is found that all formal actions of this Council concerning and relating to the adoption of this Resolution were adopted in an open meeting of this council, and that all deliberations of this Council that resulted in this formal action were in meetings open to the public in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code, and the Rules of Council.

Section 3. This Resolution shall be immediately effective upon passage.

ADOPTED: May 16, 2022

ATTEST: \_\_\_\_\_  
Khristi Dunn, Clerk of Council

APPROVED: \_\_\_\_\_  
Brent Centers, Mayor

CERTIFICATE

I, the undersigned Clerk of Council for the Franklin City Council, do hereby certify that the foregoing is a true and correct copy of a resolution passed by that body on May 16, 2022.

\_\_\_\_\_  
Khristi Dunn, Clerk of Council

**Resolution 2022-46 Exhibit A**

	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9
<b>Council</b>									
Mayor	\$8,500								
Council Member	\$8,000								
Clerk of Council	<del>\$57,784</del> <u>\$67,216</u>	<del>\$59,518</del> <u>\$69,233</u>	<del>\$61,310</del> <u>\$71,310</u>	<del>\$63,155</del> <u>\$73,449</u>	<u>\$75,652</u>	<u>\$77,922</u>	<u>\$82,059</u>	<u>\$82,667</u>	
Acting Clerk	\$100 (per meeting)								
<b>Administration</b>									
City Manager	\$115,000 (per employment contract)								
<i>Assistant City Manager</i>	<u>\$89,039</u>	<u>\$91,710</u>	<u>\$94,461</u>	<u>\$97,295</u>	<u>\$100,214</u>	<u>\$103,220</u>	<u>\$106,317</u>	<u>\$109,507</u>	
Admin. Asst. to City Manager	\$61,304	\$62,530	\$63,781	\$65,057	\$66,358	\$67,685	\$69,039	\$70,420	
Secretary to City Manager	\$37,196	\$37,940	\$38,699	\$39,473	\$40,262	\$41,067	\$41,889	\$42,727	
Secretary to City Manager, P/T (per hour)	\$17.59	\$18.53	\$19.48	\$21.51	\$22.16				
Human Resources Specialist	\$51,168	\$52,703	\$54,284	\$55,913	\$57,590	\$59,318	\$61,097	\$62,930	
Seasonal Intern (per hour)	Educational Credit	\$12.00	\$13.00	\$14.00	\$15.00				
<b>Finance Department</b>									
Finance Director	\$81,746	\$85,425	\$89,270	\$93,287	\$97,485	\$101,872			
Interim Finance Director (per hour)	\$39.30	\$41.07	\$42.92	\$44.85	\$46.87	\$48.98			
Finance Clerk P/T (per hour)	\$16.26	\$17.12	\$18.00	\$18.54					
<b>Finance Division</b>									
Payroll Clerk (per hour)		\$20.89	\$22.18	\$23.38					
Accounts Payable Clerk (per hour)		\$20.89	\$22.18	\$23.38					
<b>Income Tax Division</b>									
Income Tax Administrator	\$54,762	\$56,404	\$57,587	\$58,769	\$59,951	\$61,252	\$62,552	\$63,852	\$65,121
Income Tax Clerk* (per hour)		\$20.89	\$22.18	\$23.38					
Income Tax Clerk, part-time (per hr)	\$17.60	\$18.53	\$19.48	\$21.51					
Income Tax Clerk, seasonal (per hr)	\$16.26	\$16.75	\$17.25	\$17.77					
<b>Utility Billing Division</b>									
Utility Billing Administrator	\$54,762	\$56,404	\$57,587	\$58,769	\$59,951	\$61,252	\$62,552	\$63,852	\$65,121
Utility Clerk* (per hour)		\$20.89	\$22.18	\$23.38					
Utility Clerk, part-time (per hour)	\$17.60	\$18.53	\$19.48	\$21.51					
<b>Law Department</b>									
Law Director		(per employment contract)							
Prosecutor, part-time	\$31,630	(per employment contract)							

**Resolution 2022-46 Exhibit A**

	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9
<b>Public Works Department</b>									
Public Works Director	\$89,616	\$92,304	\$95,073	\$97,925	\$100,863				
Secretary to PW Director (per hour)	\$38,585	\$39,743	\$41,822	\$44,024	\$46,225				
Custodian* (per hour)		\$17.08	\$18.09	\$19.12					
Seasonal Labor (per hour)	\$15.00								
<b>Parks Division</b>									
Parks Superintendent	(filled by Public Works Director)								
Lead Park Worker* (per hour)	\$24.43	\$25.96	\$27.23	\$28.52					
Park Worker* (per hour)	\$23.60	\$25.11	\$26.38	\$27.64					
Recreation and Events Coordinator (per hour)	\$18.00	\$18.50	\$19.00						
Pool Manager				\$10,000					
Assistant Pool Manager (per hour)	\$14.00	\$14.50	\$15.00	\$15.50					
Head Lifeguard (per hour)	\$12.00	\$12.50	\$13.00	\$13.50					
Lifeguards (per hour)	\$11.00	\$11.50	\$12.00	\$12.50					
(additional hourly rate for pool parties)	+\$0.50								
Recreation and Event Team Member (per hour)	\$9.50	\$10.00	\$10.50	\$11.00					
(additional hourly rate for opening/closing)	+\$0.50								
<b>Stormwater Division</b>									
Stormwater Superintendent	(filled by Public Works Director)								
Utility Person I* (per hour)		\$24.74	\$26.28	\$27.64					
Utility Person II* (per hour)		\$27.93	\$28.67	\$29.20					
Utility Person III* (per hour)		\$29.33	\$30.13	\$30.69					
<b>Street Division</b>									
Street Superintendent		\$70,072	\$73,756	\$77,622					
Utility Person I* (per hour)		\$24.74	\$26.28	\$27.64					
Utility Person II* (per hour)		\$27.93	\$28.67	\$29.20					
Utility Person III* (per hour)		\$29.33	\$30.13	\$30.69					
<b>Water Division &amp; Sewer Division</b>									
Water & Sewer Superintendent		\$70,072	\$73,756	\$77,622					
Utility Person I* (per hour)		\$24.74	\$26.28	\$27.64					
Utility Person II* (per hour)		\$27.93	\$28.67	\$29.20					
Utility Person III* (per hour)		\$29.33	\$30.13	\$30.69					

**Resolution 2022-46 Exhibit A**

<b>Public Works Department contd</b>	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9
<b>Water Treatment Division</b>									
Water Treatment Superintendent		\$70,072	\$73,756	\$77,622					
<b>Safety Department</b>									
Safety Director	(filled by City Manager)								
<b>Building &amp; Zoning Division</b>									
City Engineer	\$84,274	\$86,881	\$89,570	\$94,687	\$97,246				
Zoning Official* (per hour)	(filled by City Engineer & Fire Lieutenant)								
Code Official* (per hour)	\$29.71	31.56	33.06						
Property Maintenance	(per employment contract)								
<b>Fire &amp; EMS Division</b>									
Chief	\$94,064	\$96,886	\$99,146	\$101,315	\$104,315	\$107,315	\$110,315		
Division Secretary (per hour)	\$17.61	\$18.14	\$18.69	\$19.25	\$19.82	\$20.42	\$21.03	\$21.66	\$22.31
Captain* (per hour)	\$25.44	\$26.23	\$27.04	\$27.52					
Lieutenant* (per hour)	\$21.51	\$22.18	\$22.87	\$23.58	\$24.30	\$25.05			
Firefighter-Paramedic* (per hour)	\$18.91	\$19.20	\$19.49	\$19.77	\$20.07	\$20.38	\$20.67	\$20.99	
Firefighter-EMT* (per hour)	\$16.82	\$17.08	\$17.33	\$17.59	\$17.86	\$18.12	\$18.40	\$18.68	
Volunteers: (per hour)									
Firefighter	\$10.78	\$11.10	\$11.43	\$11.78	\$12.13	\$12.49	\$12.86	\$13.25	\$13.66
EMT	\$11.32	\$11.66	\$12.01	\$12.36	\$12.73	\$13.11	\$13.50	\$13.91	\$14.34
Paramedic	\$12.98	\$13.38	\$13.77	\$14.18	\$14.61	\$15.05	\$15.49	\$15.95	\$16.44
Firefighter/Paramedic	\$17.10	\$17.61	\$18.14	\$18.68	\$19.24	\$19.82	\$20.41	\$21.03	\$21.65
Firefighter/EMT	\$13.91	\$14.33	\$14.77	\$15.21	\$15.67	\$16.13	\$16.62	\$17.12	\$17.64
Second Lieutenant	(additional stipend per hour)			\$0.25	\$0.50	\$0.75	\$1.00	\$1.25	\$1.50
Fire Inspector (per hour)	\$14.33	\$14.76	\$15.19	\$15.65	\$16.13	\$16.60	\$17.11	\$17.61	\$18.14
<b>Police Division</b>									
Chief	\$95,754	\$98,717	\$101,769	\$104,860	\$107,860	\$110,860	\$113,860		
Lieutenant <sup>(d)</sup> (per hour) <b>PROBATION</b>	\$35.90								
Lieutenant <sup>(d)</sup> (per hour)	\$37.78	\$42.94							
Lieutenant* <sup>(e)</sup> (per hour)	\$39.49	\$40.64	\$42.94						
Sergeant* <sup>(d)</sup> (per hour) <b>PROBATION</b>	\$33.32								
Sergeant* <sup>(d)</sup> (per hour)	\$35.08	\$38.34							
Sergeant* <sup>(e)</sup> (per hour)	\$35.26	\$36.28	\$38.34						
Patrol Officer* <sup>(b)</sup> (per hour) <b>PROBATION</b>	\$23.85								
Patrol Officer* <sup>(b)</sup> (per hour)	\$25.28	\$26.79	\$28.35	\$29.82	\$34.23				

**Resolution 2022-46 Exhibit A**

<b>Safety Department contd</b>	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9
<b>Police Division contd</b>									
Patrol Officer* <sup>(c)</sup> (per hour) <b>PROBATION</b>	\$25.18								
Patrol Officer* <sup>(c)</sup> (per hour)	\$26.44	\$27.77	\$29.15	\$30.62	\$32.14	\$34.23			
School Resource Officer (per hour)	\$22.70	\$23.84	\$25.03	\$26.28	\$27.59	\$28.97			
Dispatcher* <sup>(b)</sup> (per hour) <b>PROBATION</b>	\$22.02								
Dispatcher* <sup>(b)</sup> (per hour)	\$23.13	\$24.30	\$27.86						
Dispatcher* <sup>(c)</sup> (per hour) <b>PROBATION</b>	\$23.66								
Dispatcher* <sup>(c)</sup> (per hour)	\$24.61	\$25.59	\$26.61	\$27.86					
Reserve Officer (per hour)	\$12.85	\$13.23	13.63						
Reserve Dispatcher (per hour)	\$12.85								
Property Room & Evidence Manager (per hour)	\$20.00	\$20.50							
<b>Municipal Court</b>									
Judge <sup>(a)</sup>	\$22,200								
Magistrate	\$91,982	\$94,742	\$97,584	\$100,512	\$103,527				
Chief Bailiff <sup>(a)</sup>				\$29,232					
Deputy Bailiff <i>(filled by Probation Officer)</i>	<del>\$2,814</del>	<del>\$2,959</del>	<del>\$3,118</del>	<del>\$3,441</del>					
Security Officer (per hour)	\$20.07								
Clerk of Courts <sup>(a)</sup>	\$36,636	\$37,368	\$38,115	\$38,877	\$39,655	\$40,448	\$41,257		
Court Administrator (additional stipend per hour)	\$3.00	\$3.50	\$4.00	\$4.50	\$5.00				
Chief Deputy Clerk (per hour)	\$25.12	\$25.62	\$25.98	\$26.66	\$27.19	\$27.73			
Deputy Clerk (per hour)	\$19.53	\$20.56	\$21.65	\$23.23	\$23.92				
Deputy Clerk P/T (per hour)	\$15.00								
Chief Probation Officer	\$61,061	\$62,283	\$63,529	\$64,800	\$66,096	\$67,418	\$68,766		
Probation Officer II (per hour)	\$24.83	\$25.32	\$25.83	\$26.35	\$26.88	\$27.42	\$27.96		
Probation Officer I (per hour)	\$21.41	\$21.84	\$22.27	\$22.72	\$23.17	\$23.63	\$24.11		
<b>Boards &amp; Commissions</b>									
Planning Comm. Secretary	\$75.00 (per meeting)								
Civil Service Secretary	\$125.00 (per month; max. \$1500 per yr)	\$65.00 (per test, per 15 applicants)	\$5.00 (per addtl applicant)						

All wages are shown as annual salaries, unless otherwise noted.

<sup>(a)</sup> Figure represents 3/5ths of total comp.; remaining portion paid directly to employee by Warren County Auditor's Office, as required by the ORC.

\*Indicates Union Position

<sup>(b)</sup> Hired on or before January 1, 2018

<sup>(c)</sup> Hired after January 1, 2018

<sup>(d)</sup> Promoted on or before January 1, 2018

<sup>(e)</sup> Promoted after January 1, 2018