

SECTION 31.02 SCHEDULE OF PAY FOR UNCLASSIFIED EMPLOYEES

The following unclassified employees shall be paid a salary or wage in accordance with the following schedule and pay basis:

- (A) **SEASONAL EMPLOYEES.** (Seasonal positions may not be filled for more than 910 hours or 180 calendar days except those addressed in Teamsters contract.)

(1) RECREATION DEPARTMENT

<u>Positions</u>		<u>Hourly Rate</u>
1	Memorial Pool Manager*	Pay Grade 56A
1	Memorial Pool Head Lifeguard*	see 31.02(E) MCRC pay scale
1	Memorial Pool Deck Supervisor*	Pay Grade 53A
1	Memorial Pool Cashier*	Pay Grade 51A
7	Lifeguards*	see 31.02(E) MCRC pay scale
	Maintenance**	Pay Grade 51A

* A position may be filled by more than one person per day not to exceed the normal operating hours.

** Number of positions, hours and days per Teamster Contract Article 30, Section 2.

(Ord. 99-04, 134-11)

(2) SERVICE DEPARTMENT

		<u>Hourly Rate</u>
7	Laborer*	Pay Grade 51A

*Seasonal and part-time positions in the Service department shall be allocated to departments on a need basis as determined by the Director of Public Service.

(Ord. 273-05, 134-11, 32-14)

- (B) **PART-TIME EMPLOYEES.** (Part-time positions may not be filled for more than 35 hours in any week.)

(1) PARKS AND RECREATION DEPARTMENT

		<u>Hourly Rate</u>
1	Clerical Help	Pay Grade 5A
5	Laborers	per contract
1	Tree Technician	per contract
1	Cemetery Laborer	per contract
1	Turf Technician	per contract + 7%

(Ord. 76-08, 134-11, 32-14)

(2) **SERVICE DEPARTMENT**

		<u>Hourly Rate</u>
2	Laborers*	Pay Grade 51A
1	Clerical Help	Pay Grade 5A
1	Custodian	Pay Grade 55A

*Seasonal and part-time positions in the Service department shall be allocated to departments on a needs basis as determined by the Director of Public Service.
(Ord. 2-04, 242-04, 76-08, 134-11, 32-14)

(3) **FINANCE DEPARTMENT**

		<u>Hourly Rate</u>
1	Clerical Help	Pay Grade 5A

(4) **FIRE DEPARTMENT**

		<u>Hourly Rate</u>
1	Clerical Help	Pay Grade 5A
1	Custodian	Pay Grade 54A
3	Laborer	Pay Grade 51A

(5) **MUNICIPAL COURT**

		<u>Hourly Rate</u>
	Court Security Officers**	Pay Grade 6A
	Building Custodian	Pay Grade 55A

(Ord. 20-12)

**The position of Court Security Officer may be filled by more than one person.
(Ord. 100-03, 128-04, 164-05, 273-05, 130-06, 153-06, 114-07, 129-0, 104-09, 111-10, 134-

11)

(6) **MUNICIPAL COURT GRANT POSITIONS**

		<u>Hourly Rate</u>
1	Intensive Supervision Probation Officer*	\$21.85/hr.
1	Secretary II (part-time)*	\$14.90/hr.

*Positions effective to June 30, 2013. The Intensive Supervision Probation Officer shall receive health care, vacation, sick and holiday benefits as set forth herein for full time employees. Position of Intensive Supervision Probation Officer may be full or part-time as dictated by grant.

(Ord. 69-12, Ord. 150-12, 128-13)

(7) **POLICE DEPARTMENT**

		<u>Hourly Rate</u>
4	Records Clerk	Pay Grade 5A
4	Stationary Load Limit Inspector	Pay Grade 5A

1	Parking Meter Attendant**	Pay Grade 58A
2	Communication Operator	per contract
5	Patrol Officer****	per contract

*Four (4) Stationary Load Limit Inspectors not to exceed forty (40) hours per week combined. **Re-evaluate in June 2013.**

**Parking Meter Attendant may be filled with more than one person not to exceed thirty-five (35) hours.

***DASRO effective 2009/2010 school year per Ordinance No. 110-09, amended by Ord. 9-10.

****Patrol Officer not to exceed thirty (30) hours per week.

(Ord. 159-02, 163-03, 164-04, 238-05, 185-06, 138-07, 147-07, 161-08, 43-09, 111-09, 168-09, 98-10, 86-10, 55-11, 134-11, 29-12, 210-12)

(8) **SANITATION DEPARTMENT**

		<u>Hourly Rate</u>
6	Laborer	per contract

(Ord. 27-13)

(9) **CABLE TV**

		2010
		<u>Hourly Rate</u>
1	Cable TV Production Assistant	Pay Grade 54A

(Ord. 134-11)

(10) **ENGINEERING DEPARTMENT**

		<u>Hourly Rate</u>
1	Engineering Assistant	Pay Grade 59A
1	Clerical Help	Pay Grade 5A

(Ord. 216-07, 134-11)

(11) **COMMUNITY DEVELOPMENT DEPARTMENT**

		<u>Hourly Rate</u>
1	Associate Planner	Pay Grade 93A
1	Clerical Help	Pay Grade 5A
1	Intern*	Pay Grade 54C

*The position of Intern may be filled with more than one person not to exceed a total of 660 hours per calendar year.

(Ord. 2-04, 22-11, 25-11, 134-11, 151-11, 130-13, 70-14)

(12) **LAW DEPARTMENT**

		<u>Hourly Rate</u>
1	Clerical Help	Pay Grade 5A

(Ord. 2-04)

(13) **COUNCIL OFFICE**

		<u>Hourly Rate</u>
1	Deputy Clerk of Council	Pay Grade 14F

Legislative Assistant
(Ord. 2-04, 17-10, 206-10, 134-11)

(14) **CITY HALL**

	<u>Hourly Rate</u>	
5	Substitute Clerical Help*	Pay Grade 5A

(Ord. 17-10, 118-11, 134-11, 142-13)

* If a department has unused budgeted hours and funding, a request for clerical assistance shall be made through the Mayor's Office and time will be allocated to departments on a needs basis as determined by the Mayor.

(C) **GENERAL PROVISIONS.**

(1) All new unclassified employees shall start at the hourly rate set forth above which is appropriate to the position.

(2) Employees new to the City but having outside experience may at the time of employment be paid at a higher rate than the entry level rate for their position provided the pay is recommended by the Administration and approved by City Council.

(3) Seasonal and part-time employees who return to work for the City in subsequent years shall receive the same hourly rate they received the previous year unless Council has increased the rate of pay. The rates for unclassified employees shall be considered by City Council annually during the budget process if such consideration is requested by the Administration.

(4) Unclassified employees employed by the City on or before October 1, 1993 shall be paid on the schedules appropriate to their positions as were in effect on October 1, 1993.

(5) Temporary employees substituting for full-time employees will be paid at a rate not-to-exceed the entry level rate for that position.

(6) Pay rates for seasonal and part-time employees as set forth in Sections 31.02 (A) and (B) above shall not be raised by any general increases granted to full-time employees unless specifically authorized by City Council.

(D) **FIRE DEPARTMENT.** (see attached schedule)

(E) **RECREATION CENTER.** (see attached schedule and procedure)
(Ord. 16-02, 99-04, 251-05, 82-06, 165-10, 174-11, 39-13)

(F) **PARKING VIOLATION BUREAU.**

In accordance with Section 353.04(b) of the Medina City Code of Ordinances, the Parking Violation Bureau Hearing Officer shall be compensated at the rate of \$75.00 per hour.

Non-Union:

2005 - 4% increase - Ord. 226-04

2006 - 3% increase - Ord. 267-05

2007 - 3% increase - Ord. 244-06

2006 and 2007- increased to 3½ retro and 3½% for 2008 – Ord. 48-07

2009 – 3 ¼% increase – Ord. 224-08

2010 – 3% increase – Ord. 187-09

2011 – 1-1/2% increase – Ord. 133-11

2012 – 2% increase – Ord. 133-11

2013 – 2-1/2% increase – Ord. 133-11

2014 – 2% increase – Ord. 96-14

2015 – 2% increase – Ord. 96-14

2016 – 2% increase – Ord. 96-14

Recreation Center 2014
Part Time Pay Scale

Job Title	Minimum Wage Classifications: 1.5% Cost of Living Increase at Step A per CPI														
	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O
Practition															
RC1 Gate Attendants	\$7.95	\$8.05	\$8.15	\$8.25	\$8.35	\$8.45	\$8.55	\$8.65	\$8.75	\$8.85	\$8.95	\$9.05	\$9.15	\$9.25	\$9.35
Field House Attendants															
Fitness Room Attendants															
Office Aides															
Program Aides															
Recreation Aides															
Tour Guides															
RC2 Youth Specialists	\$7.95	\$8.05	\$8.15	\$8.25	\$8.35	\$8.45	\$8.55	\$8.65	\$8.75	\$8.85	\$8.95	\$9.05	\$9.15	\$9.25	\$9.35
RC3 Counselors	\$7.95	\$8.05	\$8.15	\$8.25	\$8.35	\$8.45	\$8.55	\$8.65	\$8.75	\$8.85	\$8.95	\$9.05	\$9.15	\$9.25	\$9.35
RC4 Youth Specialists	\$7.95	\$8.05	\$8.15	\$8.25	\$8.35	\$8.45	\$8.55	\$8.65	\$8.75	\$8.85	\$8.95	\$9.05	\$9.15	\$9.25	\$9.35
RC5 Youth Specialists	\$7.95	\$8.05	\$8.15	\$8.25	\$8.35	\$8.45	\$8.55	\$8.65	\$8.75	\$8.85	\$8.95	\$9.05	\$9.15	\$9.25	\$9.35
RC6 Youth Specialists	\$7.95	\$8.05	\$8.15	\$8.25	\$8.35	\$8.45	\$8.55	\$8.65	\$8.75	\$8.85	\$8.95	\$9.05	\$9.15	\$9.25	\$9.35
RC7 Youth Specialists	\$7.95	\$8.05	\$8.15	\$8.25	\$8.35	\$8.45	\$8.55	\$8.65	\$8.75	\$8.85	\$8.95	\$9.05	\$9.15	\$9.25	\$9.35
RC8 Activity Leaders	\$7.95	\$8.05	\$8.15	\$8.25	\$8.35	\$8.45	\$8.55	\$8.65	\$8.75	\$8.85	\$8.95	\$9.05	\$9.15	\$9.25	\$9.35
RC9 Activity Leaders	\$7.95	\$8.05	\$8.15	\$8.25	\$8.35	\$8.45	\$8.55	\$8.65	\$8.75	\$8.85	\$8.95	\$9.05	\$9.15	\$9.25	\$9.35
RC10 Activity Leaders	\$7.95	\$8.05	\$8.15	\$8.25	\$8.35	\$8.45	\$8.55	\$8.65	\$8.75	\$8.85	\$8.95	\$9.05	\$9.15	\$9.25	\$9.35
RC11 Activity Leaders	\$7.95	\$8.05	\$8.15	\$8.25	\$8.35	\$8.45	\$8.55	\$8.65	\$8.75	\$8.85	\$8.95	\$9.05	\$9.15	\$9.25	\$9.35
RC12 Café Supervisor	\$8.67	\$8.77	\$8.87	\$8.97	\$9.07	\$9.17	\$9.27	\$9.37	\$9.47	\$9.57	\$9.67	\$9.77	\$9.87	\$9.97	\$10.07
Front Desk Attendants															
Head Counselors															
Lead Teacher															
RC13 Team Leaders	\$9.19	\$9.29	\$9.39	\$9.49	\$9.59	\$9.69	\$9.79	\$9.89	\$9.99	\$10.09	\$10.19	\$10.29	\$10.39	\$10.49	\$10.59
RC14 Office Assistant	\$9.48	\$9.58	\$9.68	\$9.78	\$9.88	\$9.98	\$10.08	\$10.18	\$10.28	\$10.38	\$10.48	\$10.58	\$10.68	\$10.78	\$10.88
RC15 VSI	\$9.72	\$9.82	\$9.92	\$10.02	\$10.12	\$10.22	\$10.32	\$10.42	\$10.52	\$10.62	\$10.72	\$10.82	\$10.92	\$11.02	\$11.12
RC16 Building Monitor	\$9.98	\$10.08	\$10.18	\$10.28	\$10.38	\$10.48	\$10.58	\$10.68	\$10.78	\$10.88	\$10.98	\$11.08	\$11.18	\$11.28	\$11.38
League Supervisor															
Rascol Room Supervisor															
Receptionist															
Recreation Leaders															
RC17	\$10.24	\$10.34	\$10.44	\$10.54	\$10.64	\$10.74	\$10.84	\$10.94	\$11.04	\$11.14	\$11.24	\$11.34	\$11.44	\$11.54	\$11.64
RC18	\$10.35	\$10.45	\$10.55	\$10.65	\$10.75	\$10.85	\$10.95	\$11.05	\$11.15	\$11.25	\$11.35	\$11.45	\$11.55	\$11.65	\$11.75
RC19	\$10.51	\$10.61	\$10.71	\$10.81	\$10.91	\$11.01	\$11.11	\$11.21	\$11.31	\$11.41	\$11.51	\$11.61	\$11.71	\$11.81	\$11.91
RC20	\$10.77	\$10.87	\$10.97	\$11.07	\$11.17	\$11.27	\$11.37	\$11.47	\$11.57	\$11.67	\$11.77	\$11.87	\$11.97	\$12.07	\$12.17
Front Desk Supervisor															
Head Lifeguard															
Rental Coordinator															
Day Camp Supervisor															
RC21	\$11.03	\$11.13	\$11.23	\$11.33	\$11.43	\$11.53	\$11.63	\$11.73	\$11.83	\$11.93	\$12.03	\$12.13	\$12.23	\$12.33	\$12.43
RC22	\$11.56	\$11.66	\$11.76	\$11.86	\$11.96	\$12.06	\$12.16	\$12.26	\$12.36	\$12.46	\$12.56	\$12.66	\$12.76	\$12.86	\$12.96
RC23 Marketing Coordinator/Travel Aide	\$12.81	\$12.91	\$13.01	\$13.11	\$13.21	\$13.31	\$13.41	\$13.51	\$13.61	\$13.71	\$13.81	\$13.91	\$14.01	\$14.11	\$14.21
RC24	\$13.13	\$13.23	\$13.33	\$13.43	\$13.53	\$13.63	\$13.73	\$13.83	\$13.93	\$14.03	\$14.13	\$14.23	\$14.33	\$14.43	\$14.53
RC25	\$13.66	\$13.76	\$13.86	\$13.96	\$14.06	\$14.16	\$14.26	\$14.36	\$14.46	\$14.56	\$14.66	\$14.76	\$14.86	\$14.96	\$15.06
RC26	\$14.18	\$14.28	\$14.38	\$14.48	\$14.58	\$14.68	\$14.78	\$14.88	\$14.98	\$15.08	\$15.18	\$15.28	\$15.38	\$15.48	\$15.58
RC27	\$14.71	\$14.81	\$14.91	\$15.01	\$15.11	\$15.21	\$15.31	\$15.41	\$15.51	\$15.61	\$15.71	\$15.81	\$15.91	\$16.01	\$16.11
RC28	\$15.23	\$15.33	\$15.43	\$15.53	\$15.63	\$15.73	\$15.83	\$15.93	\$16.03	\$16.13	\$16.23	\$16.33	\$16.43	\$16.53	\$16.63
RC29 Pool Manager A	\$15.78	\$15.88	\$15.98	\$16.08	\$16.18	\$16.28	\$16.38	\$16.48	\$16.58	\$16.68	\$16.78	\$16.88	\$16.98	\$17.08	\$17.18
RC30 Pool Manager B	\$16.28	\$16.38	\$16.48	\$16.58	\$16.68	\$16.78	\$16.88	\$16.98	\$17.08	\$17.18	\$17.28	\$17.38	\$17.48	\$17.58	\$17.68
RC31	\$16.81	\$16.91	\$17.01	\$17.11	\$17.21	\$17.31	\$17.41	\$17.51	\$17.61	\$17.71	\$17.81	\$17.91	\$18.01	\$18.11	\$18.21
RC32	\$17.86	\$17.96	\$18.06	\$18.16	\$18.26	\$18.36	\$18.46	\$18.56	\$18.66	\$18.76	\$18.86	\$18.96	\$19.06	\$19.16	\$19.26
RC33 WSI/LTS Private Lessons	\$18.00	\$18.10	\$18.20	\$18.30	\$18.40	\$18.50	\$18.60	\$18.70	\$18.80	\$18.90	\$19.00	\$19.10	\$19.20	\$19.30	\$19.40
RC34 Group Exercise Instructor A	\$22.00	\$22.10	\$22.20	\$22.30	\$22.40	\$22.50	\$22.60	\$22.70	\$22.80	\$22.90	\$23.00	\$23.10	\$23.20	\$23.30	\$23.40
RC35 WSI/LTS Semi-Private Lessons	\$22.00	\$22.10	\$22.20	\$22.30	\$22.40	\$22.50	\$22.60	\$22.70	\$22.80	\$22.90	\$23.00	\$23.10	\$23.20	\$23.30	\$23.40
RC36 Group Exercise Instructor B	\$22.00	\$22.10	\$22.20	\$22.30	\$22.40	\$22.50	\$22.60	\$22.70	\$22.80	\$22.90	\$23.00	\$23.10	\$23.20	\$23.30	\$23.40