

# RECORD OF ORDINANCES

Ordinance No. \_\_\_\_\_, Passed \_\_\_\_\_, 20\_\_\_\_

## ORDINANCE NO. 5961-24

### AN ORDINANCE FIXING THE WAGES OF CERTAIN CITY DEPARTMENT HEADS AND DECLARING AN EMERGENCY

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

**Section 1.** The following salary ranges are payable bi-weekly, effective January 7, 2024 and will be reflected in the payroll dated January 25, 2024. These ranges are hereby established for department heads of the City of Willard:

Salary Range	Hourly Min	Hourly Max	Annual Min	Annual Max
18	31.31	38.10	65,125	79,248
19	32.56	39.62	67,725	82,410
20	33.87	41.22	70,450	85,738
21	35.23	42.87	73,278	89,170
22	36.63	44.58	76,190	92,726
23	38.10	46.35	79,248	96,408

**NOTE: ANNUAL SALARY RANGES ARE BASED ON 26 PAYS**

**Section 2:** Position and Salary Ranges: The following position classifications are hereby established in correspondence to the salary ranges:

Salary Range	Salary Ranges & Steps					
	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6
<b>Salary Range 18</b>						
ANNUAL	65,125	67,725	70,450	73,278	76,190	79,248
BIWEEKLY	2,505	2,605	2,710	2,818	2,930	3,048
<b>2024 HOURLY</b>	<b>31.31</b>	<b>32.56</b>	<b>33.87</b>	<b>35.23</b>	<b>36.63</b>	<b>38.10</b>
<b>Salary Range 19</b>						
ANNUAL	67,725	70,450	73,278	76,190	79,248	82,410
BIWEEKLY	2,605	2,710	2,818	2,930	3,048	3,170
<b>2024 HOURLY</b>	<b>32.56</b>	<b>33.87</b>	<b>35.23</b>	<b>36.63</b>	<b>38.10</b>	<b>39.62</b>
<b>Salary Range 20</b>						
ANNUAL	70,450	73,278	76,190	79,248	82,410	85,738
BIWEEKLY	2,710	2,818	2,930	3,048	3,170	3,298
<b>2024 HOURLY</b>	<b>33.87</b>	<b>35.23</b>	<b>36.63</b>	<b>38.10</b>	<b>39.62</b>	<b>41.22</b>
<b>Salary Range 21</b>						
ANNUAL	73,278	76,190	79,248	82,410	85,738	89,170
BIWEEKLY	2,818	2,930	3,048	3,170	3,298	3,430
<b>2024 HOURLY</b>	<b>35.23</b>	<b>36.63</b>	<b>38.10</b>	<b>39.62</b>	<b>41.22</b>	<b>42.87</b>
<b>Salary Range 22</b>						
ANNUAL	76,190	79,248	82,410	85,738	89,170	92,726
BIWEEKLY	2,930	3,048	3,170	3,298	3,430	3,566
<b>2024 HOURLY</b>	<b>36.63</b>	<b>38.10</b>	<b>39.62</b>	<b>41.22</b>	<b>42.87</b>	<b>44.58</b>
<b>Salary Range 23</b>						
ANNUAL	79,248	82,410	85,738	89,170	92,726	96,408
BIWEEKLY	3,048	3,170	3,298	3,430	3,566	3,708
<b>2024 HOURLY</b>	<b>38.10</b>	<b>39.62</b>	<b>41.22</b>	<b>42.87</b>	<b>44.58</b>	<b>46.35</b>

**Section 3:** Policy - the compensation plan, herein established, shall be administered by the City Manager.

This plan is intended to be merit driven, based upon demonstrated performance, documented by current performance reviews.

The City Manager may make an initial appointment to a position at a starting salary in the middle of the applicable salary range, based upon factors including, but not limited to; depth of experience, certifications, credentials or other training experience.

# RECORD OF ORDINANCES

GOVERNMENT FORMS & SUPPLIES 844-224-3338 FORM NO. 30043

Ordinance No. \_\_\_\_\_ Passed \_\_\_\_\_, 20\_\_\_\_

Salary increases may only be recommended after a performance review has been performed. Although it is generally intended that salary increases are considered annually, consistent, exceptional performance, may result in consideration to the next level.

**Section 4:** Salary and/or wages shall be paid bi-weekly on Thursday following the bi-weekly period ending the previous Saturday at midnight. If Thursday falls on a holiday, checks will be issued on Wednesday.

**Section 5:** All employees listed in this ordinance are to be considered as exempt employees not subject to the overtime provisions within the Fair Labor Standards Act (FLSA).

**Section 6:** Any and all ordinances or parts of ordinances in conflict with the provisions herein shall be and are hereby repealed.


**Section 7:** That this ordinance is declared to be an emergency measure, necessary for the preservation of the public peace, health, safety, and welfare of the City, and for the further reason that the new rates take effect January 7, 2024 and will be reflected in the payroll dated January 25, 2024.

Passed: January, 2024

Approved as to form:

  
\_\_\_\_\_  
Law Director

  
\_\_\_\_\_  
President of Council

  
\_\_\_\_\_  
Clerk of Council