

ORDINANCE NO. 9-15-15

**AN ORDINANCE AMENDING §256.04 AND §256.98 OF THE CODIFIED
ORDINANCES OF THE CITY OF AVON TO CREATE THE FULL-TIME,
CLASSIFIED POSITION OF FINANCE SPECIALIST AND TO ADOPT THE
CLASSIFICATION SPECIFICATION FOR SAME
AND DECLARING AN EMERGENCY**

WHEREAS, the Finance Department of the City of Avon wishes to establish a full-time, classified position of Finance Specialist to perform certain functions within the Finance Department as outlined in Exhibit A's classification specification; and

WHEREAS, the Administration seeks to have Council adopt an amendment to §256.04 and §256.98 to facilitate the creation of this position; and

WHEREAS, Council, after reviewing the Classification Specification, finds the goal of the Administration to create this full-time, classified position of Finance Specialist to be in the best interests of the health, safety and welfare of the citizens of Avon.

**NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF
AVON, LORAIN COUNTY, OHIO:**

Section 1 - That Section 256.04 which currently reads as follows:

256.04 CLASSIFIED AND UNCLASSIFIED POSITIONS

** Director of Law
* Clerk of Council
** Assistant Clerk of Council
* Mayor's Secretary
** Treasurer
* Director of Finance
*†† Assistant Finance Director
** Human Resources/Finance Specialist
* Technology/Communications Coordinator
 Information Technology Technician
 Finance Clerk 2
 Finance Clerk 1
 Cash Receipts Clerk
** Temporary Summer Intern
** Temporary Seasonal Employee
** Seasonal Recreation Specialist
** Seasonal Program Specialist

Ordinance No. 9-15 (Con't.)

- * Senior Center Coordinator
- ** Senior Center Transit Driver
- ** Senior Center Transit Scheduler
- ** Planning Coordinator
- * Economic Development Coordinator/
Assistant Planning Coordinator
- ** ADA Coordinator
- ** Clerk of Courts
- Clerk/Secretary
- ** Community Center Coordinator
- ** General Clerk
- Facilities Maintenance Worker
- ** Facilities Maintenance Worker
- * Director of Parks
- ** Recreation Coordinator
- Parks Maintenance Worker
- ** Parks Worker 2
- ** Parks Worker 1
- * Director of Public Service
- * Superintendent of Streets
- * Traffic Signal/Electrical Manager
- Street Crew Leader
- Equipment Operator 2
- Equipment Operator 1
- Laborer
- *† Superintendent of Utilities
- * Superintendent-in-Training/Public Utilities
- * Administrative Assistant to the Superintendent of Utilities
- Assistant Superintendent of Utilities
- Utilities Crew Leader
- Water and Sewerline Maintenance Worker
- Meter Technician
- Utilities Billing Clerk 2
- Utilities Billing Clerk 1
- * City Engineer
- ** Project Manager
- ** Director of Public Safety
- * Chief Building Official
- * Building Inspector (Certified)
- * Building Inspector (Non-Certified)
- * Zoning Enforcement Officer
- Police Chief
- Police Captain

Ordinance No. 9-15 (Con't.)

Administrative Assistant to the Police Chief
Police Lieutenant
Police Sergeant
Police Officer
** Police Officer
** School Resource Officer
Communications Manager - Police Department
Police Dispatcher
** Police Dispatcher
** Animal Care and Control Officer
Fire Chief
Assistant Fire Chief
Fire Captain/Paramedic
Fire Lieutenant/Paramedic
Firefighter/Paramedic
** Intermittent Firefighter/Paramedic
* Administrative Assistant/Dispatcher
††† Secretary/Fire Dispatcher

* Denotes unclassified full-time employee
** Denotes unclassified part-time employee
No asterisk denotes classified employee
† This position shall remain classified until vacated by Dave Conrad
† † This position shall remain classified until vacated by June Mitchell
††† This position shall remain until December 1, 2014 when it will be effectively abolished.

(Ord. 127-91. Passed 12-23-91; Ord. 168-95. Passed 11-20-95; Ord. 86-96. Passed 6-10-96; Ord. 93-97. Passed 5-27-97; Ord. 94-97. Passed 5-27-97; Ord. 185-00. Passed 1-22-01; Ord. 96-01. Passed 6-25-01; Ord. 6-03. Passed 1-27-03; Ord. 74-05. Passed 6-27-05; Ord. 141-06. Passed 11-13-06; Ord. 99-07. Passed 7-9-07; Ord. 69-08. Passed 6-23-08; Ord. 16-09. Passed 2-9-09; Ord. 17-09. Passed 2-9-09; Ord. 93-09. Passed 6-22-09; Ord. 130-09. Passed 11-23-09; Ord. 1-10. Passed 1-4-10; Ord. 20-10. Passed 3-8-10; Ord. 88-10. Passed 9-27-10; Ord. 39-11. Passed 4-25-11; Ord. 49-11. Passed 5-9-11; Ord. 118-11. Passed 12-12-11; Ord. 119-11. Passed 12-12-11; Ord. 42-12. Passed 5-14-12; Ord. 86-12. Passed 8-13-12; Ord. 32-13. Passed 3-25-13; Ord. 66-13. Passed 5-28-13; Ord. 79-13. Passed 6-10-13; Ord. 24-14. Passed 2-24-14; Ord. 46-14. Passed 4-18-14; Ord. 51-14. Passed 5-12-14; Ord. 53-14. Passed 5-12-14; Ord. 55-14. Passed 5-12-14; Ord. 68-14. Passed 6-9-14; Ord. 81-14. Passed 7-14-14; Ord. 109-14. Passed 9-8-14; Ord. 132-14. Passed 11-3-14; Ord. 151-14. Passed 12-22-14)

Shall be amended to read as follows: (New language in bold print)

Ordinance No. 9-15 (Con't.)

256.04 CLASSIFIED AND UNCLASSIFIED POSITIONS

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** Assistant Clerk of Council
* Mayor's Secretary
** Treasurer
* Director of Finance
*†† Assistant Finance Director
** Human Resources/Finance Specialist
Finance Specialist
* Technology/Communications Coordinator
Information Technology Technician
Finance Clerk 2
Finance Clerk 1
Cash Receipts Clerk
** Temporary Summer Intern
** Temporary Seasonal Employee
** Seasonal Recreation Specialist
** Seasonal Program Specialist
* Senior Center Coordinator
** Senior Center Transit Driver
** Senior Center Transit Scheduler
** Planning Coordinator
* Economic Development Coordinator/
Assistant Planning Coordinator
** ADA Coordinator
** Clerk of Courts
Clerk/Secretary
** Community Center Coordinator
** General Clerk
Facilities Maintenance Worker
** Facilities Maintenance Worker
* Director of Parks
** Recreation Coordinator
Parks Maintenance Worker
** Parks Worker 2
** Parks Worker 1
* Director of Public Service
* Superintendent of Streets
* Traffic Signal/Electrical Manager
Street Crew Leader
Equipment Operator 2
Equipment Operator 1

Ordinance No. 9-15 (Con't.)

	Laborer
**	Laborer
*†	Superintendent of Utilities
*	Superintendent-in-Training/Public Utilities
*	Administrative Assistant to the Superintendent of Utilities
	Assistant Superintendent of Utilities
	Utilities Crew Leader
	Water and Sewerline Maintenance Worker
	Meter Technician
	Utilities Billing Clerk 2
	Utilities Billing Clerk 1
*	City Engineer
**	Project Manager
**	Director of Public Safety
*	Chief Building Official
*	Building Inspector (Certified)
*	Building Inspector (Non-Certified)
*	Zoning Enforcement Officer
	Police Chief
	Police Captain
	Administrative Assistant to the Police Chief
	Police Lieutenant
	Police Sergeant
	Police Officer
**	Police Officer
**	School Resource Officer
	Communications Manager - Police Department
	Police Dispatcher
**	Police Dispatcher
**	Animal Care and Control Officer
	Fire Chief
	Assistant Fire Chief
	Fire Captain/Paramedic
	Fire Lieutenant/Paramedic
	Firefighter/Paramedic
**	Intermittent Firefighter/Paramedic
*	Administrative Assistant/Dispatcher
†††	Secretary/Fire Dispatcher

* Denotes unclassified full-time employee

Ordinance No. 9-15 (Con't.)

- ** Denotes unclassified part-time employee
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Section 2 - That the Classification Specification for the position of Finance Specialist, attached hereto as Exhibit A, be, and the same is hereby adopted and incorporated herein by reference. It shall be included in and become a part of Section 256.98 of the Administrative Code. The Codifier is hereby instructed to insert said classification specification into Section 256.98.

Section 3 - 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 of any of its committees that resulted in such formal actions were in meetings open to the public, in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code.

Section 4 - That this Ordinance is hereby declared to be an emergency measure necessary for the preservation of the public peace, health, safety and welfare of the citizens of the City of Avon, the immediate emergency being the necessity to create the full-time, classified position of Finance Specialist and to adopt the classification specification for same; therefore, this Ordinance shall be in full force and effect immediately upon its passage and approval by the Mayor.

PASSED: _____ DATE SIGNED: _____

By: _____
Craig L. Witherspoon, Council President

Ordinance No. 9-15 (Con't.)

DATE APPROVED BY THE MAYOR: _____

Bryan K. Jensen, Mayor

APPROVED AS TO FORM:

John A. Gasior, Law Director
City of Avon, Ohio

ATTEST:

Ellen R. Young
Clerk of Council

POSTED: _____
In Five Places as
Provided by Council

Prepared by:
John A. Gasior, Esq.
Law Director