

ORDINANCE NO. 2021 - 2

**AN ORDINANCE ESTABLISHING THE POSITION AND COMPENSATION FOR
CODE ENFORCEMENT OFFICIAL AND DECLARING AN EMERGENCY**

WHEREAS, upon a recommendation of the Village Administrator, with the concurrence of the Finance Committee, Council does desire to create the position of Code Enforcement Official to maintain and grow the economic vitality of the business and commercial districts within the Village and to monitor and sustain a vibrant residential community; and

WHEREAS, with the creation of the position of Code Enforcement Official, it is necessary to establish the compensation for such position and the reporting structure of such position.

NOW THEREFORE, Be It Ordained by the Council of the Village of Golf Manor, Hamilton County, Ohio, that:

SECTION I. There is hereby created the position of Code Enforcement Official, and compensation for the position shall be as follows:

Experience Guideline	Base		Mid		Top	
	Annual	Hourly	Annual	Hourly	Annual	Hourly
0-3	41,600.00	20.00	44,100.00	21.20	46,600.00	22.40
3-5	41,600.00	20.00	45,350.00	21.80	49,100.00	23.61
5-8	41,600.00	20.00	49,100.00	23.61	51,600.00	24.81
8-10	41,600.00	20.00	52,850.00	25.40	54,100.00	26.01
10+	41,600.00	20.00	54,725.00	26.31	56,600.00	27.21

SECTION II. The Village Administrator is authorized to appoint the Code Enforcement Official. The Village Administrator shall supervise and direct the work of the Code Enforcement Official. The Village Administrator is authorized to set a probationary period for the initial appointment for a period not to exceed Six (6) months, and to set performance guidelines during that probationary period.

SECTION III. The Village Administrator is authorized to set the initial salary of the Code Enforcement Official within the above range based upon the appointee's qualifications and experience. After the first year of employment, and every year thereafter, any salary adjustment shall be made within the above salary ranges after an evaluation of the Code Enforcement Official by the Village Administrator. The formal evaluation shall be based upon measurable goals articulated at the beginning of and during the evaluation period, and performance shall be based upon achieving such goals during the evaluation period. The Code Enforcement Official must achieve a rating equivalent to

Meets Expectations or better to be eligible for merit-based salary adjustments. Salary adjustments after each annual evaluation shall be set by the Village Administrator within the established ranges and subject to the additional appropriations for merit-based compensation as established by Village Council.

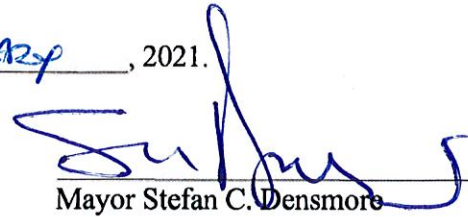
SECTION IV. In addition to the above salary compensation, the Code Enforcement Official will be reimbursed, consistent with IRS regulations, for any mileage incurred in the use of a personal vehicle for the business of the Village. Written reimbursement shall be based upon a written report submitted on a periodic basis to the Village Administrator and approved for payment.

SECTION V. In addition to the above salary compensation and reimbursement of expenses, the Code Enforcement Official shall be entitled to all other benefits of employment as an employee of the Village of Golf Manor.

SECTION VI. All Ordinances or parts of Ordinances inconsistent herewith are hereby repealed.

SECTION VII. The Village has advertised for, and the Village Administrator has interviewed and recommended the hiring of, a Code Enforcement Official. Since that initial employment review has been completed and a recommendation has been made to fill the position, Council does desire to fill the position as quickly as possible to support the administration of the Village. Therefore, Council declares this Ordinance to be an emergency measure necessary to the public health, safety and welfare of the community, and as a result this Ordinance shall take effect immediately as allowable by law.

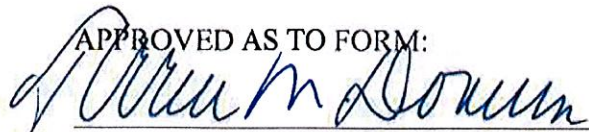
PASSED this 22ND day of FEBRUARY, 2021.


Mayor Stefan C. Densmore
2/23/21

ATTEST:


Anna Gedeon, Assistant Clerk

APPROVED AS TO FORM:


Terrence M. Donnellon, Solicitor