



Legislation Text

File #: O-658-22, Version: 1

Salary Classification Changes
Human Resources
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Amending the Toledo Municipal Code by repealing Section 2101.01 and enacting a new Toledo Municipal Code Section 2101.01; repealing Ordinance 320-11; and declaring an emergency.

SUMMARY & BACKGROUND:

Toledo Municipal Code Chapter 2101 governs the terms and conditions of employment for the City of Toledo's Classified Exempt and Executive Exempt employees. This Ordinance repeals Municipal Code Section 2101.01, Classifications, and enacts a new Section 2101.01.

In an effort to assist in the recruitment and retention for certain executive level positions, this ordinance would create separate classifications for the positions of Directors of the Toledo Police Department (TPD) (i.e., Chief of Police) and Toledo Fire and Rescue Department (TFRD) (Chief of Fire), and assign these new classifications to the E-5 salary group. This ordinance would also rescind and repeal Ordinance 320-11, which sets the annual salary of the Director of the Toledo Fire and Rescue Department (TFRD) up to an amount of \$1,000 per annum more than the top base salary of a Deputy Fire Chief.

These changes are needed to assist in filling critical positions with the best and most prepared candidate, and/or retaining top talent in these positions.

The current Toledo Municipal Code Sections 2101.01 and 2101.74 are hereby repealed and replaced with new Code Sections 2101.01 and 2101.74, as indicated below.

NOW, THEREFORE, Be it ordained by the Council of the City of Toledo:

SECTION 1. That Toledo Municipal Code Section 2101.01 which states as follows:

The employees working in classifications listed in this section comprise the Exempt Service and are the management level, supervisory and confidential staff of the Mayor's Office, the Department of Law, the Clerk of Council Office, the Department of Human Resources, the Department of Finance, and other City Departments and Divisions.

Employees working in these classifications are excluded from representation by any bargaining agent.

The management level, supervisory and confidential classifications presently included in the exempt group are as follows:

(a) Administrative Salary Groups 1 through 15 (A-1 through A-15)

CLASSIFICATION SALARY GROUP

Administrative Analyst 1 10
Administrative Analyst 2 11
Administrative Analyst 3 12

Administrative Analyst 4 13
Administrative Assistant 9
Administrative Assistant to the Mayor 14
Administrative Secretary 7
Administrative Services Officer 1 11
Administrative Services Officer 2 14
Administrative Specialist 1 8
Administrative Specialist 2 9
Administrative Specialist 3 10
Administrative Technician 1 6
Administrative Technician 2 8
Administrator-Administrative Services 1 13
Administrator-Administrative Services 2 14
Administrator-Administrative Services 3 15
Administrator-Public Services 1 13
Administrator-Public Services 2 15
Chief, Bargaining and Representation 14
Clerk 1 3
Clerk 2 4
Clerk 3 5
Clerk 4 6
Mayor's Assistant 1 4
Mayor's Assistant 2 9
Public Services Officer 1 11
Public Services Officer 2 12
Public Services Officer 3 13
Registrar-Vital Statistics 9
Secretary 1 4
Secretary 2 6
Supervisor-Public Health Nursing 12
(b) Salary Groups E-1 through E-5
CLASSIFICATION SALARY GROUP
Assistant Chief Operating Officer E-5
Assistant City Auditor E-1
Assistant Clerk of Council E-2
Chief of Staff E-5
Chief Operating Officer/Director of Public Safety E-5
Chief-Public Health Dentistry E-2
City Auditor E-2
Clerk of Council E-4
Commissioner-Administrative Services E-2
Commissioner-Public Services E-2
Deputy Director E-3
Director-Administrative Services E-4
Director-Public Services E-4
Director-Toledo-Lucas County Plan Commissions E-4
Director-Office of Diversity and Inclusion E-4
Executive Fire Officer/Assistant Chief E-3

Manager-Administrative Services E-1
Manager-Legislative Operations E-1
Manager-Public Services E-1
Mayor's Executive Assistant E-4
Public Information Coordinator E-1
(c) Police and Fire Deputy Chiefs Group
CLASSIFICATION SALARY GROUP
Fire Deputy Chief-Pro Tem 84
Police Deputy Chief-Pro Tem 94
(d) Salary Groups L-1 through L-4
CLASSIFICATION SALARY GROUP
Attorney L-1
Chief-Legal Section L-3
Deputy Chief Prosecutor L-2
General Counsel L-4
Senior Attorney L-2

(e) The classifications listed in this chapter are assigned to the salary group shown opposite the classification. Employees in classifications listed herein shall be paid in the salary group to which the classification is assigned in accordance with the annual salary as set forth in Sections [2101.58](#) https://codelibrary.amlegal.com/codes/toledo/latest/toledo_oh/0-0-0-115876, [2101.70](#) https://codelibrary.amlegal.com/codes/toledo/latest/toledo_oh/0-0-0-115981 and [2101.74](#) https://codelibrary.amlegal.com/codes/toledo/latest/toledo_oh/0-0-0-116031 (Base Annual Salaries).

is hereby repealed.

SECTION 2. That a new Toledo Municipal Code Section 2101.01 is enacted as follows:

The employees working in classifications listed in this section comprise the Exempt Service and are the management level, supervisory and confidential staff of the Departments of Finance, Toledo Police Department and Toledo Fire and Rescue.

Employees working in these classifications are excluded from representation by any bargaining agent.

The management level, supervisory and confidential classifications presently included in the exempt group are as follows:

(a) Administrative Salary Groups 1 through 15 (A-1 through A-15)

CLASSIFICATION	SALARY GROUP
Administrative Analyst 1	10
Administrative Analyst 2	11
Administrative Analyst 3	12
Administrative Analyst 4	13
Administrative Assistant	9
Administrative Assistant to the Mayor	14
Administrative Secretary	7
Administrative Services Officer 1	11
Administrative Services Officer 2	14
Administrative Specialist 1	8
Administrative Specialist 2	9

Administrative Specialist 3	10
Administrative Technician 1	6
Administrative Technician 2	8
Administrator-Administrative Services 1	13
Administrator-Administrative Services 2	14
Administrator-Administrative Services 3	15
Administrator-Public Services 1	13
Administrator-Public Services 2	15
Chief, Bargaining and Representation	14
Clerk 1	3
Clerk 2	4
Clerk 3	5
Clerk 4	6
Mayor's Assistant 1	4
Mayor's Assistant 2	9
Public Services Officer 1	11
Public Services Officer 2	12
Public Services Officer 3	13
Registrar-Vital Statistics	9
Secretary 1	4
Secretary 2	6
Supervisor-Public Health Nursing	12
(b) Salary Groups E-1 through E-5	
CLASSIFICATION	SALARY GROUP
Assistant Chief Operating Officer	E-5
Assistant City Auditor	E-1
Assistant Clerk of Council	E-2
Chief of Staff	E-5
Chief Operating Officer/Director of Public Safety	E-5
Chief-Public Health Dentistry	E-2
City Auditor	E-2
Clerk of Council	E-4
Commissioner-Administrative Services	E-2
Commissioner-Public Services	E-2
Deputy Director	E-3
Director-Administrative Services	E-4
Director-Public Services	E-4
Director-Toledo Fire and Rescue Department	E-5
Director - Toledo Police Department	E-5
Director-Toledo-Lucas County Plan Commissions	E-4
Director-Office of Diversity and Inclusion	E-4
Executive Fire Officer/Assistant Chief	E-3
Manager-Administrative Services	E-1
Manager-Legislative Operations	E-1
Manager-Public Services	E-1
Mayor's Executive Assistant	E-4
Public Information Coordinator	E-1
(c) Police and Fire Deputy Chiefs Group	

CLASSIFICATION	SALARY GROUP
Fire Deputy Chief-Pro Tem	84
Police Deputy Chief-Pro Tem	94

(d) Salary Groups L-1 through L-4

CLASSIFICATION	SALARY GROUP
Attorney	L-1
Chief-Legal Section	L-3
Deputy Chief Prosecutor	L-2
General Counsel	L-4
Senior Attorney	L-2

(e) The classifications listed in this chapter are assigned to the salary group shown opposite the classification. Employees in classifications listed herein shall be paid in the salary group to which the classification is assigned in accordance with the annual salary as set forth in Sections [2101.58](#), and [2101.70](#) (Base Annual Salaries).

SECTION 3. That Ordinance 320-11

is hereby repealed.

SECTION 4. This Ordinance is hereby declared to be an emergency measure and shall be in force and effect from and after its adoption. The reason for the emergency lay in the fact that same is necessary for the immediate preservation of public peace, health safety and property, and for the further reason said changes in the City's Classification Plan are immediately needed to effectively maintain the system.

Vote on emergency clause: yeas _____, nays _____.

Passed: _____, as an emergency measure: yeas _____, nays _____.

Attest: _____
Clerk of Council

President of Council

Approved: _____

Mayor

I hereby certify that the above is a true and correct copy of an Ordinance passed by Council

_____.

Attest: _____
Clerk of Council