

**AGENDA
OF THE REGULAR MEETING OF
LAKEWOOD CIVIL SERVICE COMMISSION
MAIN AUDITORIUM
TUESDAY, MARCH 19, 2024
5:00 P.M.**

PLEASE POST

- I. Roll Call
- II. Reading and disposal of the minutes from the regular meeting held on February 20, 2024.
- III. **Old Business:** None
- IV. **New Business:**
 - 1. Review and discuss the drafting of the 2024 salary recommendations for mayor and city council.
 - 2. Review removal of one Police Office candidate under Article 6, Section 601(H).
 - 3. Proposed amendment for calculating seniority extra credit points for Promotional Exams.
- V. Adjournment.

AFSCME Administrative Union
City website
Finance
Human Resources
Human Services
Law
Mayor's Office
Fire & Union Representatives
Police & Union Representatives
Planning/Community Development
Public Works

*Executive Session

**MINUTES
OF A REGULAR MEETING OF
LAKEWOOD CIVIL SERVICE COMMISSION
MAIN AUDITORIUM
TUESDAY, FEBRUARY 20, 2024
5:00 P.M.**

Meeting called to order at 5:00 p.m.

I. Present: Commissioners John Mills, Nathaniel Szep, and Terry Vincent

Also present: Assistant Law Director Jennifer Swallow, Captain William Albrecht, and James Motylewski, Secretary.

II. **Nomination and appointment to serve as Chair for the year 2024.**

Motion by Terry Vincent, second by Nathaniel Szep, to open the nomination to serve as Chair for the year 2024, in accordance with Article 1 of the City of Lakewood Civil Service Rules and Regulations.

Ayes: 2

Nays: 0

Abstain: 1

Motion by Terry Vincent, second by Nathaniel Szep, to nominate John Mills to serve as Chair of the commission for the year 2024 in accordance with Article 1 of the City of Lakewood Civil Service Rules and Regulations.

Roll call on nomination of John Mills for Chair of the Commission.

Mills- Abstain

Szep- Yes

Vincent- Yes

John Mills has been elected to serve as Chair of the Commission for the year 2024.

III. **Nomination and appointment to service as Vice Chair for the year 2024.**

Motion by Terry Vincent, second by John Mills, to open the nomination for Vice Chair in accordance with Article 1 of the City of Lakewood Civil Service Rules and Regulations.

Ayes: 3

Nays: 0

Motion: Passed unanimously.

Motion by Terry Vincent, second by John Mills, to nominate Nathaniel Szep to serve as Vice Chair of the commission for the year 2024.

Ayes: 2

Nays: 0

Abstain: 1

Roll call on nomination of Nathaniel Szep for Vice Chair of the Commission.

Mills- Yes

Szep- Abstain

Vincent- Yes

Nathaniel Szep has been elected to serve as Vice Chair of the Commission for the year 2024.

- IV. Reading and disposal of the minutes from the regular meeting held on January 16, 2024.

Motion by John Mills, second by Nathaniel Szep, to approve the minutes of the regular meeting held on January 16, 2024, without the necessity of a reading.

Ayes: 2

Nays: 0

Abstain: 1

- V. **Old Business:** None

- VI. **New Business:**

1. Request for proposed amendment to Civil Service Commission Rules & Regulations Rule 601(G), with the addition of the wording “without further review of the Commission.” To be added to the end of this rule.

Discussion was held by Captain Albrecht stating the removal of an entry level Police Officer applicant who has been passed over three or more times on a certified eligible list has traditionally been brought before the Commission for approval. Captain Albrecht noted, in checking through the past seven years of minutes, and to the best of the police department’s collective memories, the Commission has never denied the request to remove a candidate from the eligibility list after multiple certifications, suggesting this is more of an administrative matter than a judgement call, such as a request for disqualification.

Chief Kevin Fischer wrote in his proposed amendment letter to the Commission that with the amended rule, the removal of a candidate under these circumstances could be handled with a simple and efficient communication between the Commission’s Secretary and the appointing authority. This would improve the efficiency of the department being able to work through an eligibility list, especially during these unprecedented times of limited interest in public service, giving all qualified applicants an opportunity to be considered for employment. The amendment would enable lower scoring but qualified candidates to be considered more swiftly instead of potentially losing the candidate to other public agencies because of delays.

After deliberation, the Commission agreed to the amendment with the following additions. First the Commission requested this amendment apply for entry level Police Officer applicants. Secondly, the Commission requested written notice prior to the next regularly scheduled Civil Service Commission Meeting. Due to the changes only being applicable to entry level police officer applicants, these changes would be applied to newly added subsection 601(H).

Motion by Terry Vincent, second by Nathaniel Szep, to amend Civil Service Rules and Regulation Rule 601 with the addition of newly created subsection 601(H) as it applies to the changes listed above.

Ayes: 3

Nays: 0

Motion: Passed unanimously.

VII. Adjournment:

Motion by Terry Vincent, second by Nathaniel Szep, to adjourn the meeting.

Ayes: 3

Nays: 0

Motion: Passed unanimously.

Meeting adjourned at 5:26 p.m.

Respectfully submitted,

John Mills, President

Date

James Motylewski, Secretary

NOTES
**OF A REGULAR MEETING OF
LAKEWOOD CIVIL SERVICE COMMISSION
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TUESDAY, MARCH 19, 2024
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Meeting called to order at _____ p.m.

I. Present: Commissioners John Mills, Nathaniel Szep, and Terry Vincent

Also present: Assistant Law Director Jennifer Swallow, Captain William Albrecht, and James Motylewski, Secretary.

II. Reading and disposal of the minutes from the regular meeting held on February 20, 2024.

Motion by John Mills, second by Nathaniel Szep, to approve the minutes of the regular meeting held on February 20, 2024, without the necessity of a reading.

Ayes:

Nays:

Motion: Passed unanimously.

III. **Old Business:** None

IV. **New Business:**

1. Review and discuss the drafting of the 2024 salary recommendations for mayor and city council due before or on July 1, 2024, in accordance with the Third Amended Charter of the City of Lakewood, Article XI, section 6.7.

Discussion of 2024 Salary Survey.

Motion by _____, second by _____, to begin drafting 2024 Salary Survey in accordance with the Third Amended Charter of the City of Lakewood, Article XI, section 6.7.

Ayes:

Nays:

Motion: Passed unanimously.

2. Review email submitted by Captain William Albrecht regarding the removal of **Kathryn Atterbury**, after being certified three (3) times from an eligible list for entry level Police Officer in order for other candidates to be considered. This is in accordance with Civil Service Commission Rules and Regulations, Article 6, Section 601(H).

Motion by _____, second by _____, to remove **Kathryn Atterbury** from the eligible list for entry level Police Officer, in order for other candidates to be considered. This is in accordance with Civil Service Commission Rules and Regulations, Article 6, Section 601(H).

Ayes:

Nays:

Motion: Passed unanimously.

3. Proposal to amend Article 7, section 701(E) of the Civil Service Rules and Regulations, modifying the extra credit points for each year of service and to extend the extra credit up to 19 full years of service.

*** James Chaky, Lakewood Fire, to discuss proposal.*

Motion by _____, second by _____, to

Ayes:

Nays:

Motion: Passed unanimously.

V. Adjournment:

Motion by _____, second by _____, to adjourn the meeting.

Ayes:

Nays:

Motion: Passed unanimously.

Meeting adjourned at _____ p.m.

Respectfully submitted,

John Mills, President

Date

James Motylewski, Secretary

municipal levies, council shall levy annually, without a vote of the people, outside the constitutional and statutory 10-mill limitation and outside the limitations provided by this charter, a tax upon all real and personal property listed for taxation upon the tax lists and duplicates for each year sufficient in rate to provide all moneys required to meet the city's obligations related to the Ohio Police and Fire Pension Fund and to pay debt charges on securities issued to support the fund.

(c) Levy for Certain Municipal Improvements. Without prejudice to the use of other funds from taxes or other sources available for these purposes, council may levy a tax upon all real and personal property listed for taxation upon the tax list and duplicate at a rate not to exceed two mills outside the levies provided in Section 5.10(a) and (b) to provide a fund for the purpose of financing the reconstruction, expansion, operation and maintenance of a sewage disposal plant and sewer system, and the capital needs of street infrastructure, municipal buildings, parks and recreation facilities.

5.11 CHARTER EXCEPTIONS FOR DEBT INSTRUMENTS

(a) No provision in this charter relating to granting, renewing or extending franchises or other special privileges shall apply to franchises or special privileges given in connection with the issuance of bonds, notes or other debt instruments by the city. Those franchises or other special privileges given in connection with the issuance of bonds, notes or other debt instruments by the city shall instead conform to any applicable provisions of the state Constitution.

(b) No provision in this charter shall require the director of law to prepare or endorse his or her approval of the form and correctness on bonds, notes or other debt instruments of the city, when the city has engaged other counsel as bond counsel to prepare and render approving opinions with respect to these bonds, notes or other debt instruments of the city.

(c) No provision in this charter shall require the director of finance to certify the availability of money related to legislation authorizing or otherwise affecting the issuance or terms of bonds, notes or other debt instruments of the city.

ARTICLE SIX. CIVIL SERVICE COMMISSION

6.1 APPOINTMENT AND TERM OF MEMBERS

The civil service commission is composed of three members who are registered voters of the city, appointed under this article. During their term members of the commission shall not hold any other office or position of employment with the city. Not more than two members shall be of the same political party, as determined by current voter registration, but members may have no party affiliation. The mayor shall appoint two members of the commission and council shall appoint one member of the commission. Each member of the commission shall serve a term of three years and until his or her successor has been appointed and qualified for office. The members of the commission shall be ineligible to be reappointed to succeed themselves for more than one additional three-year term, unless the member is completing a term for which he or she was appointed to fill a midterm vacancy.

6.2 PRESIDENT; SECRETARY

The commission shall designate one of its members as president and may appoint a secretary. The secretary shall not have a vote.

6.3 CLASSIFIED AND UNCLASSIFIED SERVICE

The civil service of the city is divided into the unclassified and the classified service. The unclassified service shall include elected officers; directors of departments; members of all boards or commissions appointed by the mayor and council; the clerk of council and the secretary of the civil service commission; and unskilled labor and hourly personnel. The classified service shall comprise all positions not specifically included in the unclassified service.

6.4 PROCEDURE

(a) The commission shall make, promulgate, prescribe and enforce rules for the appointment, promotion, transfer, layoff, reinstatement, suspension and removal of employees in the classified service, and other rules necessary for the enforcement of the merit system of pay and promotion and for the commission's procedure. The commission shall keep a permanent, public record of its proceedings.

(b) Any member of the commission may subpoena and require the attendance of witnesses, cause the administration of oaths and compel testimony and the production of books, papers and other evidence pertinent to any issue before the commission. If any applicant fails to respond to these requests, the commission may take that failure into account when deciding the applicant's matter.

6.5 SALARIES AND COUNCIL APPROPRIATION

The salaries of the commission shall be set by council, and a sufficient sum shall be appropriated each year to carry out the civil service provisions of this charter.

6.6 SUSPENSION AND REMOVAL OF COMMISSION MEMBER

With written explanation to council and the commission, filed with the clerk of council and the secretary of the commission, the mayor may at any time for cause suspend any commissioner for up to 30 days. Cause may include but need not be limited to neglect of duty or misfeasance or malfeasance in office. The president of council shall call a hearing of council within 30 days of the filing of the mayor's writing. At the hearing the mayor may further explain the cause for the commissioner's suspension, and the suspended commissioner may appear with, without or by counsel in response. At the conclusion of the hearing, council shall by a majority vote of councilmembers present either remove or reinstate the commissioner. For good cause, council may continue the hearing for up to 30 days.

6.7 SALARY RECOMMENDATIONS

On or before July 1 of each year in which a presidential general election is held, the civil service commission shall review and make a written report to council, which report shall be filed with the clerk of council and the office of the mayor, setting forth the commission's recommendations for the salary and other compensation for the offices of mayor and members of council. Council shall place that report on the next docket at a regularly scheduled council meeting. If council takes no action or fails to decline to follow the suggestions within 90 days, the recommendations shall take effect as if council had adopted them by ordinance approved by the mayor. However, no increase in salary under this section shall exceed 10 percent of the salary for the office of mayor or council, unless there has been no increase in salary for that office in the preceding 10 years.

ARTICLE SEVEN. BOARDS AND COMMISSIONS

7.1 GENERAL PROVISIONS

(a) Council may by ordinance create boards and commissions in addition to those created in this charter. No function assigned by this charter to a board

2024 City of Lakewood Civil Service Commission Salary Survey
12650 Detroit Avenue, Lakewood, Ohio 44107
phone (216)529-6040, fax (216)228-2514, email civilservice@lakewoodoh.net

January 18, 2024

Please complete the information in the survey and return to me either by mail, fax or email no later than **February 28, 2024**. Thank you in advance for your cooperation.

CITY: City of Bay Village POPULATION: 16,163 ANNUAL BUDGET: \$39,441,738

COUNCIL:

Number of Ward Council Members:

David Long, Lydia DeGeorge, Michael Greco, Dan Rettig

Part time: X Fulltime: Elected: X Appointment Type:

Current Salary: 13,600 Additional Compensation: None

Hospitalization: NO Other Benefits: OPERS

Number of At-Large Council Members: Pete Winzig, Sara Maier

Part time: X Fulltime: Elected: X Appointment Type:

Current Salary: 13,700/13,400 Additional Compensation: None

Hospitalization: NO Other Benefits: OPERS

Council President: Dwight Clark

Part time: X Fulltime: Elected: X Appointment Type:

Current Salary: 14,500 Additional Compensation:

Hospitalization: NO Other Benefits: OPERS

Council Vice President: NONE

Part time: Fulltime: Elected: Appointment Type:

Current Salary: Additional Compensation:

Hospitalization: Other Benefits:

CITY MANAGER: NONE

Part time: Fulltime: Elected: Appointment Type:

Current Salary: Additional Compensation:

Hospitalization: Other Benefits:

MAYOR: does this position serve in any other official capacity? If so, what? Safety Director

Part time: Fulltime: X Elected: X Appointment Type:

Current Salary: \$114,090.00 Additional Compensation:

Hospitalization: Yes Other Benefits: All benefits provided to non-bargaining employees

SAFETY DIRECTOR: what divisions or departments does this position oversee? Police and Fire

Part time: Fulltime: Elected: Appointment type:

Current Salary: Additional Compensation: \$5,000 annually

Hospitalization: None Other Benefits: None

Comments:

Completed by: Jennifer Demaline, Human Resources Director
Name and Title

Date: 1/29/24

2024 City of Lakewood Civil Service Commission Salary Survey
12650 Detroit Avenue, Lakewood, Ohio 44107
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January 18, 2024

Please complete the information in the survey and return to me either by mail, fax or email no later than **February 28, 2024**. Thank you in advance for your cooperation.

CITY: Euclid POPULATION: 47,941 ANNUAL BUDGET: see Finance Director Response

COUNCIL:

Number of Ward Council Members: 8

Part time: Fulltime:

Current Salary: see attached

Hospitalization: NO

Elected: YES Appointment Type:

Additional Compensation:

Other Benefits: Life Insurance \$50,000

Number of At-Large Council Members: NA

Part time: Fulltime:

Current Salary:

Hospitalization:

Elected: Appointment Type:

Additional Compensation:

Other Benefits:

Council President: 1

Part time: Fulltime:

Current Salary:

Hospitalization: NO

Elected: YES Appointment Type:

Additional Compensation:

Other Benefits: Life Insurance \$50,000

Council Vice President: NA

Part time: Fulltime:

Current Salary:

Hospitalization:

Elected: Appointment Type:

Additional Compensation:

Other Benefits:

CITY MANAGER: NA

Part time: Fulltime:

Current Salary:

Hospitalization:

Elected: Appointment Type:

Additional Compensation:

Other Benefits:

MAYOR: does this position serve in any other official capacity? If so, what? Safety Director

Part time: Fulltime:

Current Salary: 115,000

Hospitalization: Yes

Elected: Appointment Type:

Additional Compensation:

Other Benefits: 3 weeks vacation

See Mayor **SAFETY DIRECTOR:** what divisions or departments does this position oversee? _____

Part time: Fulltime:

Current Salary:

Hospitalization:

Elected: Appointment type:

Additional Compensation:

Other Benefits:

Comments:

Completed by: Dawn McKinney

Name and Title Payroll Administrator

Date: 2/5/24

(023c-23)

Ordinance No. 49-2023

By – Council President Mancuso

An ordinance amending the Consolidated Compensation Ordinance to establish the compensation level for the Mayor of the City of Euclid, commencing with the term beginning January 1, 2024 for terms thereafter until adjusted.

WHEREAS, the last adjustment to the compensation level for the position of Mayor was in 2013 for the term commencing in 2016; and

WHEREAS, a survey of Northeast Ohio municipal governments reflects that for a community the size and complexity of the City of Euclid, the elected officials are significantly below the compensation levels for similarly situated elected officials.

NOW, THEREFORE, be it ordained by the Council of the City of Euclid, State of Ohio:

Section 1: That for the term commencing January 1, 2024, the compensation for the position of Mayor shall be ~~\$120,000.00~~ ~~115,000.00~~ ~~118,000.00~~ \$115,000.00.

Section 2: For elected officials, the final paycheck shall be issued at the end of the official's elective term or by December 31 of each year.

Section 3: All other provisions of the Consolidated Compensation Ordinance relative to the compensation of the Mayor shall remain in full force and effect except as specifically modified herein.

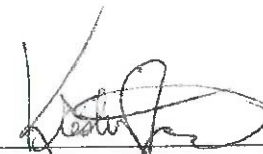
Section 4: That it is found and determined that all formal actions of this Council concerning and relating to the adoption of this ordinance were adopted in an open meeting of this Council and of any of its committees that resulted in such formal action, were in meetings open to the public, in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code.

Section 5: That this ordinance shall be in full force and effect from and after the earliest period allowed by law.

Attest:



Clerk of Council



President of Council Pro Tem

Passed: May 15, 2023

Approved:

Effective: June 15, 2023



Mayor

Ordinance No.

By – Council President Mancuso

An ordinance amending the Consolidated Compensation Ordinance to establish the compensation level for Council President and Members of Council of the City of Euclid, commencing with the term beginning January 1, 2024 for terms thereafter until adjusted.

WHEREAS, the last adjustment to the compensation levels for Members of Council was in 2013; and

WHEREAS, a survey of Northeast Ohio municipal governments reflects that for a community the size and complexity of the City of Euclid, the elected officials are significantly below the compensation levels for similarly situated public officials.

NOW, THEREFORE, be it ordained by the Council of the City of Euclid, State of Ohio:

Section 1: That the compensation for the elected Council President and Members of Council of the City of Euclid shall be as follows:

<u>POSITION</u>	<u>ANNUAL SALARY</u>
President of Council	\$16,500 (effective 1/1/26)
Members of Council Wards 1, 3, 5, 7	\$14,500 (effective 1/1/24) ✓
Members of Council Wards 2, 4, 6, 8	\$14,500 (effective 1/1/26)

Section 2: The salary of Members of Council in Wards 1, 3, 5, 7 will be adjusted effective January 1, 2024 as indicated in Section 1. The salary of Council President and of Members of Council in Wards 2, 4, 6, 8 will be adjusted effective January 1, 2026 as indicated in Section 1.

Section 3: For elected officials, the final paycheck shall be issued at the end of the official’s elective term or by December 31 of each year. The salaries of all Members of Council shall be paid bi-weekly on a pro-rata basis in the event an elected term is shortened or lengthened for any reason.

Section 4: All other provisions of the Consolidated Compensation Ordinance shall remain in full force and effect for the elected officials except as specifically modified herein.

Section 5: That it is found and determined that all formal actions of this Council concerning and relating to the adoption of this ordinance were adopted in an open meeting of this Council and of any of its committees that resulted in such formal action, were in meetings open to the public, in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code.

Section 6: That this ordinance shall be in full force and effect from and after the earliest period allowed by law.

Attest:

Clerk of Council

President of Council

Passed:

Approved:

Effective:

Mayor

2024 City of Lakewood Civil Service Commission Salary Survey
12650 Detroit Avenue, Lakewood, Ohio 44107
phone (216)529-6040, fax (216)228-2514, email civilservice@lakewoodoh.net

January 18, 2024

Please complete the information in the survey and return to me either by mail, fax or email no later than **February 28, 2024**. Thank you in advance for your cooperation.

CITY: **Fairview Park** POPULATION: **17,200** ANNUAL BUDGET: **\$41,092,000**
COUNCIL:
Number of Ward Council Members: **5**
Part time: Fulltime: Elected: Appointment Type:
Current Salary: **\$12,000** Additional Compensation: **na**
Hospitalization: **na** Other Benefits: **na**

Number of At-Large Council Members: **1**
Part time: Fulltime: Elected: Appointment Type:
Current Salary: **\$12,000** Additional Compensation: **na**
Hospitalization: **na** Other Benefits: **na**

Council President:
Part time: Fulltime: Elected: Appointment Type:
Current Salary: **\$12,500** Additional Compensation: **na**
Hospitalization: **na** Other Benefits: **na**

Council Vice President: **na**
Part time: Fulltime: Elected: Appointment Type:
Current Salary: Additional Compensation:
Hospitalization: Other Benefits:

CITY MANAGER: **na**
Part time: Fulltime: Elected: Appointment Type:
Current Salary: Additional Compensation:
Hospitalization: Other Benefits:

MAYOR: does this position serve in any other official capacity? If so, what? **Safety Director**
Part time: Fulltime: Elected: Appointment Type:
Current Salary: **\$84,000** Additional Compensation: **na**
Hospitalization: Other Benefits: **use of automobile**

SAFETY DIRECTOR: what divisions or departments does this position oversee? _____
Part time: Fulltime: Elected: Appointment type:
Current Salary: Additional Compensation:
Hospitalization: Other Benefits:

Comments:

Completed by: **Carlene Hayes, Payroll Clerk**
Name and Title

Date: **3/11/2024**

2024 City of Lakewood Civil Service Commission Salary Survey
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January 18, 2024

Please complete the information in the survey and return to me either by mail, fax or email no later than **February 28, 2024**. Thank you in advance for your cooperation.

CITY: MENTOR POPULATION: 46,905 ANNUAL BUDGET: \$132,282,255.00

COUNCIL:

Number of Ward Council Members: 4

Part time: 4 Fulltime: _____ Elected: 4 Appointment Type: VOTER ELECTED

Current Salary: \$16,826.75 Additional Compensation: -----

Hospitalization: FAMILY - \$109.31/PAY (10% EMPLOYEE COST) Other Benefits: DENTAL / LIFE

Number of At-Large Council Members:

Part time: 3 Fulltime: _____ Elected: 3 Appointment Type: VOTER ELECTED

Current Salary: \$16,826.75 Additional Compensation: -----

Hospitalization: FAMILY - \$109.31/PAY (10% EMPLOYEE COST) Other Benefits: DENTAL / LIFE

Council President:

Part time: 1 (ELECTED FROM THE 7 ABOVE) Fulltime: _____ Elected: _____ Appointment Type: COUNCIL ELECTED

Current Salary: \$21,826.76 Additional Compensation: -----

Hospitalization: FAMILY - \$109.31/PAY (10% EMPLOYEE COST) Other Benefits: DENTAL / LIFE

Council Vice President:

Part time: 1 (ELECTED FROM THE 7 ABOVE) Fulltime: _____ Elected: _____ Appointment Type: COUNCIL ELECTED

Current Salary: \$16,826.75 Additional Compensation: -----

Hospitalization: FAMILY - \$109.31/PAY (10% EMPLOYEE COST) Other Benefits: DENTAL / LIFE

CITY MANAGER & SAFETY DIRECTOR:

Part time: _____ Fulltime: 1 Elected: _____ Appointment Type: COUNCIL APPOINTED

Current Salary: \$225,000 Additional Compensation: \$23,917.14

Hospitalization: FAMILY - \$109.31/PAY (10% EMPLOYEE COST) Other Benefits: DENTAL / LIFE

MAYOR: does this position serve in any other official capacity? If so, what? NA

Part time: _____ Fulltime: _____ Elected: _____ Appointment Type: _____

Current Salary: _____ Additional Compensation: _____

Hospitalization: _____ Other Benefits: _____

SAFETY DIRECTOR: what divisions or departments does this position oversee?

Part time: _____ Fulltime: _____ Elected: _____ Appointment type: _____

Current Salary: _____ Additional Compensation: _____

Hospitalization: _____ Other Benefits: _____

Comments:

Completed by: Megan Catanese/HR Assistant Date: 02/15/2024

Name and Title

2024 City of Lakewood Civil Service Commission Salary Survey
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January 18, 2024

Please complete the information in the survey and return to me either by mail, fax or email no later than **February 28, 2024**. Thank you in advance for your cooperation.

CITY: Parma POPULATION: 79,982 ANNUAL BUDGET: \$172,828,790.20

COUNCIL:

Number of Ward Council Members: 9

Part time: Fulltime: Elected: Appointment Type:
Current Salary: \$25,060.18 Additional Compensation:
Hospitalization: Yes Other Benefits: Dental, Vision, EAP, Basic Life Insurance,
Voluntary Life Insurance

Number of At-Large Council Members: 0

Part time: Fulltime: Elected: Appointment Type:
Current Salary: Additional Compensation:
Hospitalization: Other Benefits:

Council President: 1

Part time: Fulltime: Elected: Appointment Type:
Current Salary: \$27,447.21 Additional Compensation:
Hospitalization: Yes Other Benefits: Dental, Vision, EAP, Basic Life Insurance,
Voluntary Life Insurance

Council Vice President: N/A

Part time: Fulltime: Elected: Appointment Type:
Current Salary: Additional Compensation:
Hospitalization: Other Benefits:

CITY MANAGER: N/A

Part time: Fulltime: Elected: Appointment Type:
Current Salary: Additional Compensation:
Hospitalization: Other Benefits:

MAYOR: does this position serve in any other official capacity? If so, what? No

Part time: Fulltime: Elected: Appointment Type:
Current Salary: \$116,000.00 Additional Compensation:
Hospitalization: Yes Other Benefits: Dental, Vision, EAP, Basic Life Insurance,
Voluntary Life Insurance

SAFETY DIRECTOR: what divisions or departments does this position oversee? Safety Forces

Part time: Fulltime: Elected: Appointment type:
Current Salary: \$110,623.24 Additional Compensation:
Hospitalization: Yes Other Benefits: Dental, Vision, EAP, Basic Life Insurance,
Voluntary Life Insurance

Comments:

Completed by:  Human Resources Director Date: 01/18/2024
Name and Title

2024 City of Lakewood Civil Service Commission Salary Survey
12650 Detroit Avenue, Lakewood, Ohio 44107
phone (216)529-6040, fax (216)228-2514, email civilservice@lakewoodoh.net

January 18, 2024

Please complete the information in the survey and return to me either by mail, fax or email no later than **February 28, 2024**. Thank you in advance for your cooperation.

CITY: Shaker Heights POPULATION: 28,069 ANNUAL BUDGET: \$47,400,000

COUNCIL:

Number of Ward Council Members: N/A

Part time:	Fulltime:	Elected:	Appointment Type:
Current Salary:		Additional Compensation:	
Hospitalization:		Other Benefits:	

Number of At-Large Council Members: 7

Part time: Yes	Fulltime:	Elected: Yes	Appointment Type:
Current Salary: \$10,440		Additional Compensation:	
Hospitalization: Medical, Dental, and Vision (full premiums)		Other Benefits:	

Council President: Mayor

Part time:	Fulltime:	Elected:	Appointment Type:
Current Salary:		Additional Compensation:	
Hospitalization:		Other Benefits:	

Council Vice President: N/A

Part time:	Fulltime:	Elected:	Appointment Type:
Current Salary:		Additional Compensation:	
Hospitalization:		Other Benefits:	

CITY MANAGER: Chief Administrative Officer

Part time:	Fulltime: Yes	Appointment Type: By Mayor with Council vote
Current Salary: \$173,273.92		Additional Compensation:
Hospitalization: Yes		Other Benefits: Dental, Vision, FSA

MAYOR: does this position serve in any other official capacity? If so, what? Council President and Safety Director

Part time:	Fulltime: Yes	Elected: Yes	Appointment Type:
Current Salary: \$103,000		Additional Compensation:	
Hospitalization: Yes		Other Benefits: Dental, Vision, FSA	

SAFETY DIRECTOR: Mayor

Part time:	Fulltime:	Elected:	Appointment type:
Current Salary:		Additional Compensation:	
Hospitalization:		Other Benefits:	

Comments:

Completed by: Jennifer Coe, Human Resources Analyst
Name and Title

Date: 2/22/24

2024 City of Lakewood Civil Service Commission Salary Survey
12650 Detroit Avenue, Lakewood, Ohio 44107
phone (216)529-6040, fax (216)228-2514, email civilservice@lakewoodoh.net

January 18, 2024

Please complete the information in the survey and return to me either by mail, fax or email no later than **February 28, 2024**. Thank you in advance for your cooperation.

CITY: Strongsville POPULATION: 47,000 ANNUAL BUDGET:

COUNCIL:

Number of Ward Council Members: 4

Part time: 4	Fulltime:	Elected: 4	Appointment Type:
Current Salary: \$18,841.79		Additional Compensation: No	
Hospitalization: No		Other Benefits: City Cell Phone	

Number of At-Large Council Members: 3

Part time: 3	Fulltime:	Elected: 3	Appointment Type:
Current Salary: \$18,841.79		Additional Compensation: No	
Hospitalization: No		Other Benefits: City Cell Phone	

Council President: 1

Part time: 1	Fulltime:	Elected:	Appointment Type: Picked by
Council Members Annually			
Current Salary: \$20,091.18		Additional Compensation: No	
Hospitalization: No		Other Benefits: City Cell Phone	

Council Vice President: Pro Tem 1

Part time: 1	Fulltime:	Elected:	Appointment Type: Picked by
Council Members Annually			
Current Salary: \$19,467.00		Additional Compensation: No	
Hospitalization: No		Other Benefits: City Cell Phone	

CITY MANAGER: NOT APPLICABLE

Part time:	Fulltime:	Elected:	Appointment Type:
Current Salary:		Additional Compensation:	
Hospitalization:		Other Benefits:	

MAYOR: does this position serve in any other official capacity? If so, what? _____

Part time:	Fulltime: 1	Elected: 1	Appointment Type:
Current Salary: \$160,014.40		Additional Compensation: NO	
Hospitalization: Yes		Other Benefits: City Cell Phone, Car	

SAFETY DIRECTOR: what divisions or departments does this position oversee? _PD, FIRE, DISPATCH, CORRECTIONS_

Part time:	Fulltime: 1	Elected:	Appointment type: Mayor Appt.
Current Salary: \$143,665.60		Additional Compensation: No	
Hospitalization: Yes		Other Benefits: City Cell Phone, Car	

Comments:

Completed by: Steve Kilo, Director of Human Resources

Date: 1/19/2024

Name and Title

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CITY: Rocky River POPULATION: 21,510

ANNUAL BUDGET:

COUNCIL:

Number of Ward Council Members: 4

Part time: X	Fulltime:	Elected: X	Appointment Type:
Current Salary: \$13,500		Additional Compensation:	
Hospitalization: No		Other Benefits: No	

Number of At-Large Council Members: 3

Part time: X	Fulltime:	Elected: X	Appointment Type:
Current Salary:		Additional Compensation:	
Hospitalization:		Other Benefits:	

Council President: 1

Part time: X	Fulltime:	Elected:	Appointment Type:
Current Salary: \$15,000		Additional Compensation:	
Hospitalization: No		Other Benefits: No	

Council Vice President: N/A

Part time:	Fulltime:	Elected:	Appointment Type:
Current Salary:		Additional Compensation:	
Hospitalization:		Other Benefits:	

CITY MANAGER: N/A

Part time:	Fulltime:	Elected:	Appointment Type:
Current Salary:		Additional Compensation:	
Hospitalization:		Other Benefits:	

MAYOR: does this position serve in any other official capacity? If so, what? _____

Part time:	Fulltime: X	Elected: Yes	Appointment Type:
Current Salary: \$120,000		Additional Compensation: plus \$500 every additional year	
Hospitalization: Yes		Other Benefits: **no sick time, no vacation**	

SAFETY DIRECTOR: what divisions or departments does this position oversee? _____

Part time:	Fulltime: X	Elected:	Appointment type: By Mayor
Current Salary: \$122,099.02		Additional Compensation: *car allowance	
Hospitalization: Yes		Other Benefits: Yes	

Comments: Provided over the phone my Michael Greco on 01/18/2024

Completed by: _____

Date: _____

Name and Title

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January 18, 2024

Please complete the information in the survey and return to me either by mail, fax or email no later than **February 28, 2024**. Thank you in advance for your cooperation.

CITY: Westlake POPULATION: ANNUAL BUDGET: \$126,120,785.00

COUNCIL:

Number of Ward Council Members: 6

Part time: Fulltime: Elected: Yes Appointment Type: 4 year term
Current Salary: \$16,640 per year Additional Compensation:
Hospitalization: Other Benefits:

Number of At-Large Council Members: N/A

Part time: Fulltime: Elected: Appointment Type:
Current Salary: Additional Compensation:
Hospitalization: Other Benefits:

Council President:

Part time: Fulltime: Elected: Yes Appointment Type: 4 year term
Current Salary: \$24,900. per year Additional Compensation:
Hospitalization: Other Benefits:

Council Vice President: N/A

Part time: Fulltime: Elected: Appointment Type:
Current Salary: Additional Compensation:
Hospitalization: Other Benefits:

CITY MANAGER: N/A

Part time: Fulltime: Elected: Appointment Type:
Current Salary: Additional Compensation:
Hospitalization: Other Benefits:

MAYOR: does this position serve in any other official capacity? If so, what? Safety Director

Part time: Fulltime: Elected: Yes Appointment Type: 4 year term
Current Salary: \$165,250.00 Additional Compensation:
Hospitalization: yes Other Benefits: sick, vacation, personal time, longevity
life insurance

SAFETY DIRECTOR: what divisions or departments does this position oversee? See Mayor

Part time: Fulltime: Elected: Appointment type:
Current Salary: Additional Compensation:
Hospitalization: Other Benefits:

Comments:

Completed by: JoAnn Davis - Senior Admin.
Name and Title Asst.

Date: 1/24/2024

2024 SALARY SURVEY/ MAYOR/CITY MANAGER/SAFETY DIRECTOR								
City	Contact	City Budget	Mayor	C. Mgr	Safety Director	Salary/Benefits Mayor	S/B City Manager	S/B Safety Director
Bay Village	Jennifer Demaline	\$39,441,738.00	Y	N	Mayor serves	\$114,090.00 Hosp, Vaca, Holiday	N/A	Mayor serves, additional \$5,000.00 salary
Cleveland Hts.	Laure A. Wagner	\$42,236,295.00	Y	Y	City Manager	Pres of Council serves as Mayor \$11,840.00 no Benefits	147,111.00/hosp/auto/Def. Comp contrib	City Manager serves as Safety Dir.
Cuyahoga Falls	Angela Paratore	\$250,951.00	Y	N	Mayor	\$148,070.62, Hosp/all full time benefits	N/A	Mayor serves as Safety Dir.
Euclid	Dawn McKinney	\$42,236,295.00	Y	N	Mayor	\$115,000.00 Hosp Employer pd Life Ins, 3 wks vacation	N/A	Mayor serves as Safety Dir.
Fairview Park	Carlene Hayes	\$41,092.00	Y	N	Mayor	\$84,000 Hosp, Auto, cell phone	N/A	Mayor serves as Safety Dir.
Mentor	Debra Hall	\$132,282,255.00	N	Y	N	N/A	\$225,000.00 Hosp, Dental, Life Ins.	City Manager serves as Safety Director
N. Olmsted	Donna Eccleston	\$74,921,291.00	Y		Y appt Mayor/Council	96,928 Hosp/Vision/Dental/Life Ins		85,832.76 Hosp/Dental/Vision/ Life ins S. Dir. oversees Police, Fire, Service, Fleet, WWTP
Parma	Renee Guy	\$172,828,790.20	Y	N	Yes	\$116,000.00 Hosp/Vision/Dental, EAP, Lif ins., Voluntary Life Ins.	N/A	\$110,623.24; All benefits oversees saftey forces
Rocky River	M. Greco	\$45,436,269.10	Y	N	Yes	\$120,00.00, plus \$500.00 each additional year-Hosp/Auto	N/A	\$122,099.02 Hosp/vacation sick leave
Shaker Hts.	Jennifer Coe	\$47,400,00.00	Y	Y	Mayor	\$103,000. Hosp, dental, vision, FSA	\$173,273.02Hosp., dental, vision, FSA	Mayor is the Safety Director
Strongsville	Stephen	\$113,000,000.00	y	N	yes	\$160,014.40; Full Benefits, phone, car	N/A	\$143,665.00; Full Benefits, phone, car
Westlake	JoAnn Davis	\$126,130,750.00	y		Mayor	\$165,250/Hosp/ sick, personal time, longevity, life ins		Mayor serves as Safety Dir.
Lakewood	Leah Kubiak	\$150,000,000.00	Y	N	Mayor	125,000.00 and Life ins. Can sign up for health, dental & vision ins.	N/A	Mayor is Safety Director
	not received							

From: [William Albrecht](#)
To: [James P. Motylewski](#)
Subject: eligibility list
Date: Monday, February 26, 2024 11:10:49 AM

Hello Jim –

The new amended rule allowing for administrative candidate removal of candidates certified three or more times was approved as of 2/20/2024.

On 2/21/2024, Kathryn Atterbury was removed from the eligibility list after three certifications so that other candidates could be considered.

On 2/21/2024, Dennis Fischer was given a conditional offer of employment, so he should be removed from the eligibility list.

On 2/23/2024, Christopher Schilla and Nicholas Krotine were given conditional offers of employment, so they should also be removed from the eligibility list.

By my accounting, our new/current list of ten candidates to be certified follows, including their number of previous certifications:

Matthew Nicholson – 6
Christopher Tarr -6
Charlotte Vari – 6
Zachary Thurmon – 6
Vincent D'Eusanio – 4
Jeromy Justus – 3
Marc Zander – 3
Mariah Childress – 2
Aaron Williams – 1
Tyler Herrin – 0

Let me know if you have something different in your records. Thanks.

Captain William O. Albrecht
Commander, Division of Traffic and Patrol
Lakewood Police Department
12650 Detroit Avenue
Lakewood, Ohio 44107
(216) 529-6752 office
(216) 521-6773 dispatch
William.albrecht@lakewoodoh.gov

From: [James Chaky](#)
To: [James P. Motylewski](#)
Subject: Fwd: Civil service
Date: Monday, March 18, 2024 1:01:46 PM

Trying to do this from my phone is difficult. Will this work for you? Thank you.

Jim

Get [Outlook for iOS](#)

From: Jim <jimchaky@yahoo.com>
Sent: Monday, March 18, 2024 13:00
To: James Chaky <james.chaky@lakewoodoh.net>
Subject: Civil service

E. Applicants, otherwise eligible for promotion, who achieve a passing score on a promotional exam shall receive credit for seniority which shall be determined as follows:

1. Each of the first four full years of service shall be counted as one half of a point.
2. Each full year of the next 10 years of service shall be counted as eight-tenths of a point

Modify it to the following

E. Applicants, otherwise eligible for promotion, who achieve a passing score on a promotional exam shall receive credit for seniority which shall be determined as follows:

1. Each of the first 8 full years of service shall be counted as one quarter of a point.
2. Each full year of the next 6 years of service shall be counted as one half of a point.
2. Each full year of the next 5 years of service shall be counted as one point.

Reasons to make the switch

Youthfulness of department leads to more members testing for a position they haven't had enough exposure to yet. Members are book smart, not necessarily street smart from experience. Changing point scale considers this and allows more seniority to mean more, without penalizing the younger members from not being able to test. Also allowing those members to be more prepared for future tests.

Adjusting points earned for promotions encourages middle of the road members to be more involved. As it stands, 14 years of experience is considered max. Adjusting point scale would consider 19 years max. Current scoring sacrifices 5 years of experience, or 17% of a career. A senior members voice who "has been around a bit" carries more weight than the 8 year member that tests well. Also allowing those members that do learn more to see the lessons learned in action in real time

Another benefit of the change in scoring would be it helps prevent the possibility of burnout in those younger members promoting too early. Locking up promotions at a young age does not benefit the department in the long haul either. The fire that is there as a young officer to prove yourself to the senior members can translate to burnout in the last years of the members career, when they are supposed to be ensuring that their replacements are properly trained. (As a smaller department the opportunity for advancement isn't as abundant to begin with. Placing a junior member in a promoted position effectively locks that position for 20 years or more)

This is in no way meant to say our junior members SHOULDN'T be allowed to test, (we need them to be eager and excited about being in charge) --- it just reinforces what the Fire/Police Department has always stood for, and that seniority counts for something, and that eagerness needs to be restrained with knowledge that comes with time on the job.

CAUTION: This email originated from outside your organization. Exercise caution when opening attachments or clicking links, especially from unknown senders.

Sent from my iPhone

ARTICLE 7: PROMOTIONS

Section 701: General Promotions

- A. Except as otherwise provided in this Article, promotional examinations and appointments shall be conducted in the same way as has been established for original appointments.
- B. All promotions shall be made by examinations conducted by the Commission or designee as outlined in these rules. The Commission may establish the length of service in the next lower class, grade or position and other reasonable requirements to determine eligibility for the examination. All such requirements shall be specified at the time of posting notice for the exam.
- C. Such notice shall be posted as determined by the Commission.
- D. At the discretion of the Commission credits for performance ratings of applicants for any promotional examination may be given. In no case, however, shall the performance rating be given a weight of more than 15%. The examination announcement will indicate what weight performance ratings will be given. If performance ratings are used, the system implemented by the appointing authority to establish the ratings shall be as prescribed by the Commission. If performance ratings are not used, an applicant may be disqualified for demonstrated poor conduct or lack of capacity in office.
- E. In promotional examinations, seniority in service may be added to the examination grade. Such credit for seniority shall not be added unless the applicants achieve a passing score on the exam which may include a rating for performance evaluation. Credit for seniority shall be determined as follows:
 - 1. Each of the first four full years of service shall be counted as one half of a point.
 - 2. Each full year of the next 10 years of service shall be counted as eight tenths of a point.Seniority credit shall be calculated based on the date of the first component of the promotional examination.
- F. The Commission may establish other requirements it deems appropriate as a part of any promotional exam.