

BRUNSWICK CITY SERVICES, UTILITIES, TECHNOLOGY & CABLE COMMITTEE

Agenda JANUARY 9, 2017 6:35 PM

1. Discussion Items
 - (a) **ORD. NO. 3-17** - An Ordinance establishing the position of full-time Information Technology Assistant in the Division of Information and Public Communications -**1st Reading** (To be brought from Services, Utilities, Technology & Cable Committee, *Administration/Rob Marok*)
 - (b) **ORD. NO. 4-17** - An Ordinance establishing the pay range of full-time Information Technology Assistant in the Division of Information and Public Communications - **1st Reading** (To be brought from Services, Utilities, Technology & Cable Committee, *Administration/Rob Marok*)
2. General Discussion
3. Adjournment

THE CITY OF BRUNSWICK

PROPOSED LEGISLATION



DATE: 01/09/2017

TO: Vice Mayor Patricia Hanek and Members of City Council

FROM: Carl S. DeForest, Acting City Manager

COPY: Mayor Ron Falconi

LEGISLATION: **ORD. NO. 3-17** - An Ordinance establishing the position of full-time Information Technology Assistant in the Division of Information and Public Communications -**1st Reading** (To be brought from Services, Utilities, Technology & Cable Committee, *Administration/Rob Marok*)

BACKGROUND: The Information and Technology Department is in need of a full time employee to assist with the daily operations of technology needs.

PURPOSE AND EXPLANATION: To assist with the technology needs of the City.

IMPLEMENTATION SCHEDULE: As soon as allowed by law.

FINANCIAL INFORMATION:

FINANCIAL SUMMARY: N/A - This Ordinance merely establishes the position not the pay range.

RECOMMENDED ACTION:

One Reading	No
Two Readings	No
Three Readings	Yes
Emergency	No
Suspension of Rules	No

If emergency or suspension of the rules, why the request?

ADDITIONAL INFORMATION:

CITY OF BRUNSWICK, OHIO
ORDINANCE NO. _____

BY:

AN ORDINANCE ESTABLISHING THE POSITION OF FULL-TIME
INFORMATION TECHNOLOGY ASSISTANT IN THE DIVISION OF
INFORMATION AND PUBLIC COMMUNICATIONS.

WHEREAS: The position of full-time Information Technology Assistant in the Division of Information and Public Communications is necessary to assist with the daily operation of the Division.

WHEREAS: THE COUNCIL OF THE CITY OF BRUNSWICK HEREBY ORDAINS:

SECTION 1: That the position of full-time Information Technology Assistant is hereby established in the Division of Information and Public Communications to assist with the daily operation of the Division, subject to a pay range established by Ordinance and approved by the City Manager.

SECTION 2: That this Ordinance shall take effect and be in force from and after the earliest period allowed by law.

PASSED: 1st Reading_____

2nd Reading_____

3rd Reading_____

ADOPTED: _____ AYES _____ NAYS _____

ATTEST: _____

Clerk of Council

Barb Ortiz

CITY OF BRUNSWICK, OHIO
ORDINANCE NO. 3-17

BY: Mr. Salzgeber, Mr. Hanek and Mr. Ousley

AN ORDINANCE ESTABLISHING THE POSITION OF FULL-TIME
INFORMATION TECHNOLOGY ASSISTANT IN THE DIVISION OF
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PASSED: 1st Reading_____

2nd Reading_____

3rd Reading_____

ADOPTED: _____ AYES _____ NAYS _____

ATTEST: _____

Clerk of Council

Barbara J. Ortiz, CMC

THE CITY OF BRUNSWICK

PROPOSED LEGISLATION



DATE: 01/09/2017

TO: Vice Mayor Patricia Hanek and Members of City Council

FROM: Carl S. DeForest, Acting City Manager

COPY: Mayor Ron Falconi

LEGISLATION: **ORD. NO. 4-17** - An Ordinance establishing the pay range of full-time Information Technology Assistant in the Division of Information and Public Communications - **1st Reading** (To be brought from Services, Utilities, Technology & Cable Committee, *Administration/Rob Marok*)

BACKGROUND: The Information Technology Department is in need of a full time employee to assist with the daily operations of the City.

A salary schedule must be implemented for said position.

**PURPOSE AND
EXPLANATION:**

**IMPLEMENTATION
SCHEDULE:**

As soon as allowed by law.

**FINANCIAL
INFORMATION:**

**FINANCIAL
SUMMARY:**

The salary range shall be:
\$45,265 - \$77,900

The current 2017 wage budget for this position, previously approved by Council, is not to exceed \$70,000. Any salary or wage amount for this position in excess of \$70,000 would require a Council approved budget amendment.

**RECOMMENDED
ACTION:**

One Reading	No
Two Readings	No
Three Readings	Yes
Emergency	No
Suspension of Rules	No

If emergency or suspension of the rules, why the request?

**ADDITIONAL
INFORMATION:**

CITY OF BRUNSWICK, OHIO

ORDINANCE NO. _____

BY:

AN ORDINANCE ESTABLISHING THE PAY RANGE FOR THE POSITION OF FULL-TIME INFORMATION TECHNOLOGY ASSISTANT IN THE DIVISION OF INFORMATION AND PUBLIC COMMUNICATIONS.

WHEREAS: Council has established the position of full-time Information Technology Assistant in the Division of Information and Public Communications by separate Ordinance; and

WHEREAS: Council wishes to establish a pay range for the position of full-time Information Technology Assistant in the Division of Information and Public Communications.

WHEREAS: THE COUNCIL OF THE CITY OF BRUNSWICK HEREBY ORDAINS:

SECTION 1: The following pay range is hereby established, subject to annual appropriations by City Council:

<u>POSITION</u>	<u>RANGE</u>
Information Technology Assistant	\$45,265.00/year - \$77,900.00/year

SECTION 2: That this Ordinance shall take effect and be in force from and after the earliest period allowed by law.

PASSED: 1st Reading_____

2nd Reading_____

3rd Reading_____

ADOPTED: _____ AYES _____ NAYS _____

ATTEST: _____
Clerk of Council
Barb Ortiz

CITY OF BRUNSWICK, OHIO

ORDINANCE NO. 4-17

BY: Mr. Salzgeber, Mr. Hanek and Mr. Ousley

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Information Technology Assistant	\$45,265.00/year - \$77,900.00/year

SECTION 2: That this Ordinance shall take effect and be in force from and after the earliest period allowed by law.

PASSED: 1st Reading_____

2nd Reading_____

3rd Reading_____

ADOPTED: _____ AYES _____ NAYS _____

ATTEST: _____

Clerk of Council
Barbara J. Ortiz, CMC