

1st Reading: 3-2-09
2nd Reading: 3-16-09
3rd Reading: 4-6-09

Dayton Legal Blank, Inc., Form No. 20045

Resolution No. 3389 Passed April 6, 2009

**RESOLUTION ADOPTING A COMMUNITY DEVELOPMENT
BLOCK GRANT CITIZEN PARTICIPATION PLAN FOR THE
CITY OF BOWLING GREEN**

WHEREAS, the City of Bowling Green, Ohio, receives annual funding under the Community Development Block Grant: Entitlement Program from the U.S. Department of Housing and Urban Development, and

WHEREAS, each jurisdiction receiving said grant funds must adopt a citizen participation plan that sets forth the jurisdiction's policies and procedures for citizen participation.

NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF BOWLING GREEN, OHIO:

SECTION 1: The City of Bowling Green adopts the foregoing Community Development Block Grant Citizen Participation Plan which was available for public review and comment February 3 through February 17, 2009.

SECTION 2: No public comments were received during the aforementioned public review and comment period.

SECTION 3: The plan, as adopted, will remain in effect until such time it is determined that amendments should be made.

SECTION 4: Any amendments to said plan will be made on an as-needed basis.

SECTION 5: The adopted plan will be considered public and available for citizen review, upon request, in the Grants Administration Office.

SECTION 6: This resolution shall take effect at the earliest time permitted by law.

Passed: April 6, 2009
Date [Signature]
Acting President of Council

GORDY HEMINGER

Attest: [Signature]
Clerk of Council

KAY D. SCHERREIK

Approved: April 7, 2009
Date [Signature]
Mayor

JOHN B. QUINN

MICHAEL J. MARSH
CITY ATTORNEY
kds

CERTIFICATION
This is to certify that the foregoing is a true copy of
Res. No. 3389 passed
by the Council of the City
of Bowling Green, Ohio.
April 6, 2009
[Signature]
Clerk of City Council

RECORD OF ORDINANCES

1st Reading: 12-1-08
2nd Reading: 12-15-08
3rd Reading: 1-5-09

Davison Legal Blank, Inc. 2/17/09 Taken off table + re-tabled until 3/2/09 Form No. 30043

1/5/09 Tabled indefinitely
Tabled indefinitely on 3/2/09
Ordinance No. 7848 Passed April 6, 2009

ORDINANCE ASSENTING TO THE DETACHMENT OF APPROXIMATELY 20.5248 ACRES OF LAND OWNED BY THE NORTHWEST OHIO TRACTOR PULLERS ASSOCIATION FROM THE CITY OF BOWLING GREEN TO PLAIN TOWNSHIP, WOOD COUNTY, OHIO

BE IT ORDAINED BY THE COUNCIL OF THE CITY OF BOWLING GREEN, WOOD COUNTY, OHIO:

SECTION 1: Pursuant to Section 709.38 of the Ohio Revised Code, City Council does hereby assent to the detachment of approximately 20.5248 acres of land owned by the Northwest Ohio Tractor Pullers Association, more fully described in the attached exhibit, from the City of Bowling Green to Plain Township, Wood County, Ohio, in accordance with that certain petition for detachment of territory filed with the Clerk of City Council on November 19, 2008, and executed by all of the officers of the Northwest Ohio Tractor Pullers Association, immediately adjacent to the Wood County Fairgrounds. A copy of the of the legal description and map of said property are attached hereto and made a part hereof.

SECTION 2: This ordinance shall take effect at the earliest time permitted by law.

Passed: 4/6/09 Date
Acting President of Council

Attest: Kay D. Scherreik Clerk of Council
GORDY HEMINGER

Approved: April 7, 2009 Date
Mayor
JOHN B. QUINN

MICHAEL J. MARSH
CITY ATTORNEY
kds

CERTIFICATION

This is to certify that the foregoing is a true copy of Ord No. 7848 passed by the Council of the City of Bowling Green, Ohio.

April 6, 2009
Kay D. Scherreik
Clerk of City Council

PUBLIC HEARING SCHEDULED
Date 4/6/09 Time 7:45pm

RECORD OF ORDINANCES

1st Reading: 2-17-09
2nd Reading: 3-2-09
3rd Reading: 3-16-09

Tabled until 4/6/09

Davton Legal Blank, Inc.

Form No. 30843

Ordinance No. 7874 Passed April 6, 2009

**ORDINANCE ESTABLISHING INTERIM ZONING
OF R-2 RESIDENTIAL ZONING FOR THE
PROPERTIES ON THE SOUTH SIDE OF EAST
GYPSY LANE ROAD RECENTLY ANNEXED
TO THE CITY BY THE DANA M. FRANK, ET AL,
PETITIONERS ANNEXATION**

BE IT ORDAINED BY THE COUNCIL OF THE CITY OF BOWLING
GREEN, OHIO, COUNTY OF WOOD, STATE OF OHIO:

SECTION 1: That the properties recently annexed on the south side
of East Gypsy Lane Road from Center Township and more particularly
described in the legal description attached hereto and made a part hereof,
shall receive interim zoning of R-2 Residential zoning.

SECTION 2: This ordinance shall take effect at the earliest time
permitted by law.

Passed: April 6, 2009 [Signature]
Date Acting President of Council
GORDY HEMINGER

Attest: [Signature]
Clerk of Council
KAY D. SCHERREIK

Approved: April 7, 2009 [Signature]
Date Mayor
JOHN B. QUINN

MICHAEL J. MARSH
CITY ATTORNEY
kds

CERTIFICATION

This is to certify that the
foregoing is a true copy of
Ord No. 7874 passed
by the Council of the City
of Bowling Green, Ohio.
April 6, 2009
[Signature]
Clerk of City Council

1st Reading: 3-2-09
2nd Reading: 3-16-09
3rd Reading: 4-6-09

RECORD OF ORDINANCES

Davton Legal Blank, Inc. Form No. 30043
Ordinance No. 7875 Passed April 6, 2009

ORDINANCE AUTHORIZING THE MUNICIPAL ADMINISTRATOR TO SEEK PROPOSALS AND ENTER INTO A CONTRACT OR CONTRACTS FOR INCOME TAX PROCESSING SOFTWARE, INSTALLATION, CONFIGURATION, AND DATA CONVERSION FOR THE CITY INCOME TAX DIVISION

BE IT ORDAINED BY THE COUNCIL OF THE CITY OF BOWLING GREEN, OHIO, COUNTY OF WOOD, STATE OF OHIO:

SECTION 1: That the Municipal Administrator is hereby authorized to seek proposals and enter into a contract or contracts for income tax processing software, installation, configuration and data conversion for the City Income Tax Division.

SECTION 2: This ordinance shall take effect at the earliest time permitted by law.

Passed: April 6, 2009 [Signature]
Date Acting President of Council

GORDY HEMINGER

Attest: [Signature]
Clerk of Council

KAY D. SCHERREIK

Approved: April 7, 2009 [Signature]
Date Mayor

JOHN B. QUINN

MICHAEL J. MARSH
CITY ATTORNEY
kds

CERTIFICATION
This is to certify that the foregoing is a true copy of _____ No. _____ passed by the Council of the City of Bowling Green, Ohio. _____, 20____

Clerk of City Council

RECORD OF ORDINANCES
EMERGENCY CLAUSE ADOPTED

1st Reading: 3-16-09
2nd Reading: 4-6-09
3rd Reading: 4-6-09

Davton Legal Blank, Inc.

Form No. 30043

Ordinance No. 7877

Passed April 6, 2009

**ORDINANCE AMENDING AND ADOPTING SECTION 33.01
OF THE CODIFIED ORDINANCES OF THE CITY OF
BOWLING GREEN, OHIO RELATIVE TO THE
NON-BARGAINING SALARY SCHEDULE,
AND DECLARING AN EMERGENCY**

BE IT ORDAINED BY THE COUNCIL OF THE CITY OF BOWLING GREEN, OHIO:

SECTION 1: That Section 33.01 of the Codified Ordinances of the City of Bowling Green, Ohio, is hereby amended and adopted to read as follows:

SECTION 33.01 SALARY SCHEDULE ESTABLISHED

(A) Effective at 12:01 a.m., July 10, 2000, the job classifications and corresponding pay bands 1 through 9 shown in Section (J) below were established. Effective at the above time and date, each existing employee of the city not elsewhere provided for, was assigned to an appropriate pay band by the Mayor.

(B) Each pay band includes annual and hourly rates. The hourly rates shall be used in assigning pay rates since the city's computerized payroll system bases the calculation of payroll on an hourly rate.

(C) The salaries of employees hired prior to January 1, 2000 and who were classified into positions assigned in Section(J) below, were so adjusted so as to comply with the pay schedule set forth in that section. Placement in the pay bands was made in accordance with a phase-in explanation that is maintained in the city's Personnel Department.

(D) Employees hired or reclassified on or after January 1, 2000 until July 10, 2002 were placed in the pay bands at a pay rate equal to the rate they were assigned at the time of hire. However, if the rate of pay was less than the established minimum of the pay band, then the pay rate was increased in order that the rate of pay was at least equal to the established minimum rate of pay for the pay band.

(E) All municipal employee classifications listed in this section shall be paid on a bi-weekly basis, unless otherwise provided for in other sections of this chapter.

(F) Pay bands 1 through 3 include hourly and/or non-exempt job classifications. These classes are eligible to earn overtime either through federal overtime statutes or city practice and/or policy. The bi-weekly compensation for employees not listed in §33.18 shall be based on the number of hours actually worked during the bi-weekly pay period, and the hourly rate of compensation for such employees shall be based on the hourly schedule listed in Section (J) below, except where otherwise provided by ordinance.

(G) Pay bands 4 through 9 include only "exempt" salaried job classifications. These job classifications are exempt from federal overtime requirements. The bi-weekly compensation for full-time employees, whose job classifications are also listed in §33.18, shall be calculated by multiplying the calculated hourly rate by 80, irrespective of the number of hours actually worked during the bi-weekly pay period, except where otherwise limited by applicable laws of the state or the federal government. The bi-weekly compensation for part-time exempt, salaried employees, whose job classifications are listed in §33.18, shall be calculated by multiplying the calculated hourly rate by 40, irrespective of the number of hours actually worked during the bi-weekly pay period, except where otherwise limited by applicable laws of the state or the federal government.

(H) Base rates of pay for non-bargaining hourly and salaried personnel assigned to Pay Bands 1 through 9 shall remain unchanged from the base rates of pay in effect as of March 16, 2009, except in cases when a non-bargaining employee is either promoted or demoted after March 16, 2009. Additionally the base rates of pay for non-bargaining personnel, who are hired after March 16, 2009, shall remain unchanged from the rate they were/are assigned at the time of hire. Future increases or decreases to the base rates of pay for non-bargaining personnel will require additional legislative action.

(I) As used in this section the term base salary refers to the minimum salary before any appropriate extra pay is received for such items as longevity, shift differential, or other fringe benefit factors.

(J) The pay bands are established below.

Pay Band 1	Min.	Midpoint	Max.
Annual:	\$25,952	\$32,440	\$38,926
Hourly:	\$12.48	\$15.60	\$18.71

- Customer Service Representative
- Park Maintenance Specialist
- Utilities Billing Specialist
- Clerk
- Secretary
- Administrative Assistant, Parks and Recreation
- Account Clerk
- Recreation Program Leader
- Sports Program Leader
- Special Firefighter
- Fitness Specialist

Pay Band 2	Min.	Midpoint	Max.
Annual:	\$37,515	\$46,894	\$56,271
Hourly:	\$18.04	\$22.55	\$27.05

- Administrative Secretary
- Payroll Clerk
- Tax Specialist
- Sports Specialist
- Finance Specialist
- Clerk of Council
- Natural Resources Specialist
- Aquatics/Fitness Specialist

Pay Band 3	Min.	Midpoint	Max.
Annual:	\$42,596	\$53,242	\$63,889
Hourly:	\$20.48	\$25.60	\$30.72

- Wastewater Treatment Plant Chief Operator
- Water Treatment Plant Chief Operator
- Automotive Mechanic Supervisor
- Code Enforcement Officer
- Chemist
- Public Works Supervisor
- Wastewater Collection Supervisor
- Housing Specialist
- Parks and Recreation Maintenance Coordinator
- Supervisor Utilities Business Office
- Systems Specialist
- Aquatics/Fitness Manager

Pay Band 4	Min.	Midpoint	Max.
Annual:	\$46,186	\$57,729	\$69,276
Hourly:	\$22.21	\$27.75	\$33.31

Ombudsperson
 Public Information Specialist
 Grants Administrator
 Assistant to the Municipal Administrator
 Assistant to the Utilities Director
 Recreation Coordinator
 Network Administrator
 Natural Resources Coordinator
 Assistant Prosecutor
 Senior Planner
 Facilities Coordinator

Pay Band 5	Min.	Midpoint	Max.
Annual:	\$51,319	\$64,144	\$76,973
Hourly:	\$24.68	\$30.85	\$37.01

Tax Commissioner
 Fire Captain (*must convert rate to 2704 hour rate)
 Water Pollution Control Assistant Superintendent
 Public Works Assistant Superintendent
 Assistant Electric Superintendent
 Water Distribution/Wastewater Collection Assistant Superintendent
 Water Supply Assistant Superintendent
 City Surveyor
 Civil Engineer
 Arborist

Pay Band 6	Min.	Midpoint	Max.
Annual:	\$57,019	\$71,272	\$85,527
Hourly:	\$27.42	\$34.27	\$41.12

Fire Deputy Chief
 Police Deputy Chief
 City Engineer
 City Prosecutor
 Information Technology Manager
 Water Pollution Control Superintendent
 Public Works Superintendent
 Electric Superintendent
 Water Distribution/Wastewater Collection Superintendent
 Water Supply Superintendent
 Utilities Business Office Manager/Deputy Finance Director

Pay Band 7	Min.	Midpoint	Max.
Annual:	\$66,093	\$82,613	\$99,134
Hourly:	\$31.78	\$39.72	\$47.66

City Attorney
 Public Works Director
 Assistant Municipal Administrator
 Police Chief
 Fire Chief
 Finance Director
 Personnel Director
 Parks and Recreation Director
 Planning Director
 Assistant Utilities Director

Pay Band 8	Min.	Midpoint	Max.
Annual:	\$78,258	\$97,820	\$117,383
Hourly:	\$37.63	\$47.03	\$56.43

Safety Director
Utilities Director

Pay Band 9	Min.	Midpoint	Max.
Annual:	\$87,474	\$109,342	\$131,212
Hourly:	\$42.06	\$52.57	\$63.08

Municipal Administrator

(K) Pay bands are vertical numerical readings along the schedules in Section (J) above. These numbers are keyed to job classifications. Changes in classifications represent changes in job titles and responsibilities at levels appropriate to an individual's education, training, and experience.

(L) Newly hired employees may, at the city's discretion, be paid any base rate within the designated pay band; however, in no case shall the rate assigned exceed the maximum rate established for the designated pay band.

(M) An employee, who is reclassified into a higher pay band as a result of a promotion to a new classification, shall be compensated at a pay rate that provides a wage increase of at least 7.5%, which would be figured against the midpoint of the new pay band. The increase could be less than 7.5% if the increase would result in a new pay rate that would exceed the maximum rate established for the pay band into which the employee is being promoted or if it would result in a new pay rate that would exceed the highest paid employee currently classified to the same position in the new pay band. This Section (M) does not apply to those employees who are being promoted into the classification of Fire Captain. The pay adjustment methodology for Fire Captains is explained in Section (N) below.

(N) The promotion of an employee into the salaried/exempt position of Fire Captain shall result in the base rate of the employee being adjusted to match the base rate of the existing employees classified in that rank.

(O) An employee may be demoted if he or she exhibits an inability or unwillingness to perform assigned duties or for disciplinary reasons. An employee so demoted for such cause(s) shall be reduced to a pay rate within the lower pay band wherein the pay reduction is commensurate with the disciplinary action involved. However, in no case shall the employee be assigned to a pay rate that would exceed the maximum rate established by ordinance for that pay band.

(P) Whenever an employee voluntarily applies for and then accepts a position in a lower pay band, or whenever an employee is laid off due to lack of funds or lack of work in one classification and is entitled to a demotion to a lower classification where he or she previously held a full-time status, the pay rate of the employee shall be reduced to a pay rate in the lower grade that would not exceed the highest base rate paid to employees already classified to the same position within the new pay band. However, in no case would the employee's new rate exceed the established maximum rate for that pay band nor would the employee receive an increase in their base rate.

(Q) Whenever the Municipal Administrator or his or her designee determines that it is necessary to temporarily assign an employee to perform the duties of a position above that which the employee currently holds for periods of more than 28 consecutive days, such employee shall be temporarily reclassified to the higher job classification and shall receive an increase in pay, as established in Section (M). The increase in pay shall occur following the twenty-eighth day, however, the employee will be retroactively compensated to the first day of the reclassification to the higher job classification and rate of pay. If the employee is temporarily reclassified from an hourly, non-exempt position (eligible for overtime) to a salaried position that is exempt from earning overtime, the reclassification shall result in the employee being exempt from overtime while so assigned to the exempt classification. Furthermore, the employee so assigned shall continue to receive all other fringe benefits at the levels he or she received prior to the temporary

reclassification to the higher job classification. Training periods at a higher level shall not be computed when determining "acting time." The employee, so assigned, must be assigned to and perform all the functions that are normally performed by an occupant of the higher classification in order to be reclassified and receive the increased rate of pay.

SECTION 2: Existing Section 33.01 is hereby repealed.

SECTION 3: The ordinance shall take effect as an emergency measure. The reason for the emergency is that the prompt implementation of the ordinance is necessary in order to address the City's financial condition in the current economic climate, thereby protecting the public health, safety, and welfare of our citizens.

Passed: April 6, 2009 [Signature]
Date Acting President of Council

Attest: [Signature] **GORDY HEMINGER**
Clerk of Council

KAY D. SCHERREIK
Approved: April 7, 2009 [Signature]
Date Mayor
JOHN B. QUINN

MICHAEL J. MARSH
CITY ATTORNEY
kds

CERTIFICATION
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[Signature]
Clerk of City Council