

ORDINANCE NO. 26 - 23

By: Monique Lampke

An ordinance to establish the position of Human Resources Coordinator and to establish the pay range at \$27.26 per hour to \$41.61 per hour, and to appropriate \$25,000 to the Salary & Wages line item of the Mayor's Office account.

WHEREAS, it has been determined that an additional employee in the Mayor's Office will benefit the operations in the City by providing oversight and centralization of Human Resources functions, including recruitment, onboarding, benefits administration, development and other needs relating to human resources; and

WHEREAS, it is anticipated the average work week for this position will be 25 hours per week.

NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF BEXLEY

Section 1.

That the position of Human Resources Coordinator is hereby established with the duties set forth in the job description attached hereto as Exhibit A.

Section 2.

That the pay range for this position will be \$27.26 per hour to \$41.61 per hour.

Section 3.

That \$25,000 is hereby appropriated into the Salary & Wages line item of the Mayor's Office account.

Section 3.

That this Ordinance is declared to be an emergency measure necessary for the preservation of the public health and welfare of the City of Bexley and its residents and shall go into effect upon approval by the Mayor.

Passed: _____, 2023

Troy Markham, President of Council

Attest: _____
Matt McPeck, Clerk of Council

Approved: _____, 2023

Mayor Ben Kessler

First Reading: August 15, 2023

Second Reading:

Third Reading: