

**ORDINANCE RECORD**  
COUNCIL OF THE CITY OF BRECKSVILLE

Ordinance No. 5494

**AN ORDINANCE AMENDING SECTION 145.01 OF  
THE ADMINISTRATIVE CODE TITLED "EMPLOYEE  
CATEGORIES" TO ADD PART-TIME EMPLOYEE;  
AND DECLARING AN EMERGENCY**

**NOW, THEREFORE, BE IT ORDAINED** by the Council of the City of Brecksville,  
County of Cuyahoga, and State of Ohio, that:

**SECTION 1.** Section 145.01 of the Administrative Code be amended to read as follows:

"145.01 EMPLOYEE CATEGORIES.

An employee of this municipality shall consist of every person who is employed to fill a job title listed in the Charter, or ordinances and Tables of Organization of this municipality, including the Mayor but excepting other elected public officials, unpaid members of boards, commissions, committees or other bodies, and all persons who have agreed in writing to serve in some capacity without compensation of any kind. With respect thereto, the Mayor shall cause the head of each department, board, commission, committee or other body of this municipality to submit annually with its budget for the ensuing year a Table of Organization listing the job titles required to fulfill its responsibilities. A job description, including the job title, duties and responsibilities thereof, and the skills or qualifications required, shall be prepared and submitted for every job listed in the Table of Organization. The Table of Organization shall indicate the number of employees or volunteers required during the ensuing year. Employees shall be designated by Civil Service classification and employee category. Classification shall be indicated as classified or unclassified as determined by the Civil Service Commission after reviewing the job descriptions. Employee category shall consist of:

- (a) Full-time employee. One who is employed to work full-time for the municipality throughout the entire year and is paid on an annual or hourly basis.
- (b) Permanent part-time employee. One who **was hired prior to January 1, 2010 and worked in excess of one thousand thirty-nine (1,039) hours in any one calendar year and is employed to work a regular, but less than full-time, schedule throughout the entire year and is paid on an hourly rate basis.**
- (c) **Part-time employee. One who is employed by the city to work a regular, but less than full-time, schedule throughout the entire year and is paid on an hourly rate basis.**
- (e **d**) Special or seasonal employee. One who does not work a regular schedule throughout the entire year and is paid on an hourly rate basis. The employee may either work a regular full-time or part-

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time schedule for a portion of the entire year or a nonregular schedule throughout the entire year.

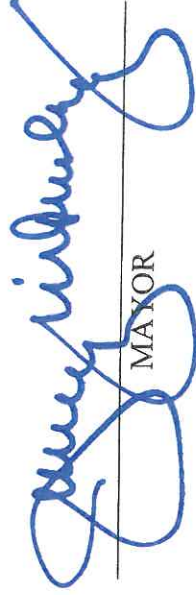
- (d e) Contractual employee. One who is employed by a special contract or other agreement with this municipality.
- (e f) Part-time police personnel. One who is employed to work in the Police Department on less than a full-time basis.
- (f g) Part-time fire personnel. One who is employed to work in the Fire Department on less than a full-time basis.

**SECTION 3.** Section 145.01 of the Administrative Code as it existed prior to the effective date of this Ordinance and all other ordinances or resolutions inconsistent herewith be, and the same hereby are, repealed.

**SECTION 4.** The Council declares this Ordinance to be an emergency measure necessary for the immediate preservation of the public peace, health, safety and welfare, the reason for the emergency is to add part-time employee, therefore, said Ordinance shall be in full force and effect immediately upon its adoption by this Council and approval by the Mayor, otherwise, from and after the earliest period allowed by law.

PASSED: April 19, 2022

APPROVED: April 19, 2022

  
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MAYOR

  
\_\_\_\_\_  
CLERK OF COUNCIL

I do hereby certify that the foregoing is a true and correct copy of Ordinance No. 5494, duly passed by the Council of the City of Brecksville, Ohio, on 4-19, 20 22, and that same was duly posted in accordance with the existing Charter of the City of Brecksville on 4-22, 20 22.

  
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CLERK OF COUNCIL