

CITY OF FRANKLIN, OHIO  
RESOLUTION 2022-16

**AMENDING RESOLUTION 2022-08 AND AUTHORIZING POSITION TITLES AND THE NUMBER OF POSITIONS FOR EACH TITLE FOR CITY OF FRANKLIN AND FRANKLIN MUNICIPAL COURT PERSONNEL FOR THE YEAR 2022**

WHEREAS Section 3.03 of the City of Franklin Charter grants this Council the power to fix the number of employees in the various offices, departments, divisions, bureaus, boards and commissions of the City, by ordinance or resolution; and

WHEREAS, Section 1901.33 of the Ohio Revised code provides that the judge of a municipal court may appoint one or more mental health professionals, one or more probation officers, an assignment commissioner, deputy assignment commissioners, and other court aides on a full-time, part-time, hourly, or other basis and one or more typists, stenographers, statistical clerks, and official court reporters; and

WHEREAS, Section 171.04 of the Codified Ordinances of the City of Franklin requires this Council, by ordinance or resolution, to establish a yearly list of position titles and the number of positions that may be filled under each title for each department of the City government; and

WHEREAS, on January 3, 2022 this Council passed Resolution 2022-08 Authorizing position titles for each title for City of Franklin personnel for the Year 2022;

NOW, THEREFORE, BE IT RESOLVED by the Council of the City of Franklin, a majority of the members of Council present concurring, that:

Section 1. The attached list, Exhibit A, of position titles and the number of positions to be filled under each title for the year 2022 is hereby authorized and approved, subject to the availability of funds authorized in the Annual Appropriations Ordinance:

Section 2. It is found that all formal actions of this Council concerning and relating to the adoption of this Resolution were adopted in an open meeting of this council, and that all deliberations of this Council that resulted in this formal action were in meetings open to the public in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code, and the Rules of Council.

Section 3. The changes set forth in this Resolution are effective immediately.

ADOPTED: February 7, 2022

ATTEST: Khristi Dunn  
Khristi Dunn, Clerk of Council

APPROVED: Brent Centers  
Brent Centers, Mayor

CERTIFICATE

I, the undersigned Clerk of Council for the Franklin City Council, do hereby certify that the foregoing is a true and correct copy of a resolution passed by that body on February 7, 2022.

Khristi Dunn  
Khristi Dunn, Clerk of Council

**City of Franklin  
Authorized Position Titles**

R-22-16  
Exhibit A

|                                          | <u>Full Time</u> | <u>Part-Time</u> | <u>Seasonal</u>       | <u>Volunteer</u> |
|------------------------------------------|------------------|------------------|-----------------------|------------------|
| <b>A. Council:</b>                       |                  |                  |                       |                  |
| Clerk of Council                         | 1                | 0                | 0                     | 0                |
| <b>B. Administration:</b>                |                  |                  |                       |                  |
| City Manager                             | 1                | 0                | 0                     | 0                |
| Admin. Assistant to City Manager         | 1                | 0                | 0                     | 0                |
| Secretary to City Manager                | 0                | 1                | 0                     | 0                |
| Human Resources Specialist               | 1                | 0                | 0                     | 0                |
| Seasonal Intern                          | 0                | 0                | 4                     | 0                |
| <b>C. Finance Department:</b>            |                  |                  |                       |                  |
| Finance Director                         | 1                | 0                | 0                     | 0                |
| Finance Clerk                            | 0                | 1                | 0                     | 0                |
| Payroll Clerk                            | 1                | 0                | 0                     | 0                |
| Accounts Payable Clerk                   | 1                | 0                | 0                     | 0                |
| <u>Income Tax Division:</u>              |                  |                  |                       |                  |
| Income Tax Administrator                 | 1                | 0                | 0                     | 0                |
| Income Tax Clerk                         | <del>1</del>     | <del>1</del>     | 0                     | 0                |
| Seasonal Income Tax Clerk                | 0                | 0                | <del>1</del> <b>2</b> | 0                |
| <u>Utility Billing Division:</u>         |                  |                  |                       |                  |
| Utility Billing Administrator            | 1                | 0                | 0                     | 0                |
| Utility Clerk                            | 1                | 1                | 0                     | 0                |
| <b>D. Law Department:</b>                |                  |                  |                       |                  |
| Law Director                             | 0                | 1 (contractual)  |                       |                  |
| Prosecutor                               | 0                | 1                | 0                     | 0                |
| <b>E. Public Works Department:</b>       |                  |                  |                       |                  |
| Public Works Director                    | 1                | 0                | 0                     | 0                |
| Secretary to Director                    | 1                | 0                | 0                     | 0                |
| Custodian                                | 1                | 0                | 0                     | 0                |
| Seasonal Labor                           | 0                | 0                | 10                    | 0                |
| <u>Parks Division:</u>                   |                  |                  |                       |                  |
| Park Worker/Lead                         | 1                | 0                | 0                     | 0                |
| Park Worker                              | 1                | 0                | 0                     | 0                |
| <b>Recreation/Event Coordinator</b>      | <b>0</b>         | <b>1</b>         | <b>0</b>              | <b>0</b>         |
| Pool Manager                             | 0                | 0                | 1                     | 0                |
| Asst. Pool Manager                       | 0                | 0                | 1                     | 0                |
| Pool Personnel<br>(including Lifeguards) | 0                | 0                | 40                    | 0                |

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Authorized Position Titles**

R-22-16  
Exhibit A

|                                             | <u>Full Time</u> | <u>Part-Time</u> | <u>Seasonal</u> | <u>Volunteer</u> |
|---------------------------------------------|------------------|------------------|-----------------|------------------|
| <u>Stormwater Division:</u>                 |                  |                  |                 |                  |
| Utility Person – Stormwater                 | 2                | 0                | 0               | 0                |
| <u>Streets Division:</u>                    |                  |                  |                 |                  |
| Street Superintendent                       | 1                | 0                | 0               | 0                |
| Utility Person – Street                     | 4                | 0                | 0               | 0                |
| <u>Water Division &amp; Sewer Division:</u> |                  |                  |                 |                  |
| Water & Sewer Superintendent                | 1                | 0                | 0               | 0                |
| Utility Person                              | 7                | 0                | 0               | 0                |
| <u>Water Treatment Division:</u>            |                  |                  |                 |                  |
| Water Treatment Superintendent              | 1                | 0                | 0               | 0                |
| <b>F. Safety Department:</b>                |                  |                  |                 |                  |
| Safety Director                             | 0                | 0                | 0               | 0                |
| Assistant to the Safety Director            | 0                | 0                | 0               | 0                |
| <u>Fire &amp; EMS Division:</u>             |                  |                  |                 |                  |
| Chief                                       | 1                | 0                | 0               | 0                |
| Secretary to Fire & EMS Division            | 0                | 2                | 0               | 0                |
| Captain                                     | 1                | 0                | 0               | 0                |
| Lieutenant                                  | 3                | 0                | 0               | 0                |
| Firefighter                                 | 12               | 0                | 0               | 0                |
| Second Lieutenant                           | 0                | 0                | 0               | 9                |
| Volunteer Firefighter                       | 0                | 0                | 0               | 65               |
| <u>Police Division:</u>                     |                  |                  |                 |                  |
| Chief                                       | 1                | 0                | 0               | 0                |
| Captain                                     | 0                | 0                | 0               | 0                |
| Lieutenant                                  | 2                | 0                | 0               | 0                |
| Sergeant                                    | 3                | 0                | 0               | 0                |
| Patrol Officer                              | 20               | 0                | 0               | 0                |
| Dispatcher                                  | 7                | 0                | 0               | 0                |
| Property Room & Evidence Manager            | 0                | 1                | 0               | 0                |
| Reserve Officer                             | 0                | 0                | 0               | 12               |
| Reserve Dispatcher                          | 0                | 0                | 0               | 5                |
| <u>Building &amp; Zoning Division:</u>      |                  |                  |                 |                  |
| City Engineer                               | 1                | 0                | 0               | 0                |
| Zoning Official                             | 0                | 0                | 0               | 0                |
| Code Official                               | 1                | 0                | 0               | 0                |

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Full Time   Part-Time   Seasonal   Volunteer

**G. Boards & Commissions:**

|                               |   |   |   |   |
|-------------------------------|---|---|---|---|
| Planning Comm. Secretary      | 0 | 1 | 0 | 0 |
| Civil Service Comm. Secretary | 0 | 1 | 0 | 0 |

**H. Municipal Court:**

|                         |   |   |   |   |
|-------------------------|---|---|---|---|
| Judge                   | 0 | 1 | 0 | 0 |
| Magistrate              | 1 | 0 | 0 | 0 |
| Chief Bailiff           | 1 | 0 | 0 | 0 |
| Deputy Bailiff          | 0 | 2 | 0 | 0 |
| Security Officer        | 0 | 1 | 0 | 0 |
| Clerk of Courts         | 1 | 0 | 0 | 0 |
| Court Administrator     | 1 | 0 | 0 | 0 |
| Chief Deputy Clerk      | 1 | 0 | 0 | 0 |
| Deputy Clerk            | 5 | 1 | 0 | 0 |
| Chief Probation Officer | 1 | 0 | 0 | 0 |
| Probation Officer II    | 1 | 0 | 0 | 0 |
| Probation Officer I     | 1 | 0 | 0 | 0 |