

AN ORDINANCE CONFIRMING THE APPOINTMENT OF HEATHER LAM TO THE POSITION OF RECREATION ADMINISTRATIVE ASSISTANT, ESTABLISHING THE RATE OF COMPENSATION FOR SAID POSITION, AND DECLARING AN EMERGENCY.

WHEREAS, it has been recommended by the Recreation Director and Human Resources Committee of Council that Heather Lam be appointed to the position of Administrative Assistant in the Recreation Department; and

WHEREAS, Council coming now to consider said recommendation approves it in full and desires to put it into effect.

NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF AVON LAKE, STATE OF OHIO:

Section No. 1: That the appointment of Heather Lam to the position of Recreation Administrative Assistant in the Recreation Department, effective January 17, 2024, be, and it is hereby confirmed by Council, subject to all provisions of Chapter 258 of the Codified Ordinances of the City of Avon Lake.

Section No. 2: That the powers, duties, and responsibilities to be performed and undertaken by the Recreation Administrative Assistant in the Recreation Department shall be those provided for in Ordinance No. 67-2018.

Section No. 3: That based on Mrs. Lam's experience and ability, Council does hereby fix a bi-weekly a Step 1 salary of \$23.23/hour for the position, payable as determined by the Director of Finance.

Section No. 4: That it is found and determined that all formal actions of this Council concerning and relating to the adoption of this Ordinance were taken in an open meeting of this Council, and that all deliberations of this Council and any of its committees which resulted in such formal actions were in meetings open to the public, in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code.

Section No. 5: That this Ordinance is hereby declared to be an emergency measure, the emergency being the necessity to fill a vacancy to ensure the efficient operation of the Recreation Department, thus for the health, safety, and welfare of the citizens of Avon Lake. Therefore, this Ordinance shall be in full force and effect from and immediately after its passage and approval by the Mayor.

PASSED: 1/08/2024

/s/ Martin E. O'Donnell  
President of Council

POSTED: 1/12/2024

APPROVED: 1/09/2024

ATTEST: /s/ Valerie E. Rosmarin  
Clerk of Council

/s/ Mark Spaetzel  
Mayor