

**ORDINANCE NO. 2017-71  
INTRODUCED BY: ADMINISTRATION**

**AN ORDINANCE AMENDING CHAPTER 159 OF THE CODIFIED  
ORDINANCES OF THE CITY TITLED “EMPLOYEES  
GENERALLY” BY AMENDING SECTION 159.12 CAPTIONED  
TUITION REIMBURSEMENT/EDUCATION AND DECLARING  
AN EMERGENCY**

**NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF  
LYNDHURST, CUYAHOGA COUNTY, STATE OF OHIO THAT:**

**SECTION 1.** That the Codified Ordinances of the City of Lyndhurst are hereby supplemented by amending Section 159.20 to read as follows: (new material appears like THIS: deleted materials to appear like ~~this~~):

**159.20 TUITION REIMBURSEMENT/EDUCATION**

Full-time employees who have obtained an Associate’s Degree or a Bachelor’s Degree shall be entitled to an additional one percent (1%) premium on the employee’s base pay. In the reasonable determination of the City, the degree must be from a duly accredited college or university. Such premium shall not be effective until appropriate documentation is furnished to the City.

The City will provide tuition reimbursement for college accredited courses, including graduate level courses, taken by employees of the City not otherwise covered by a collective bargaining agreement, provided that the following conditions shall apply:

(a) The tuition for two courses per quarter or semester (i.e. two courses at a time), up to six courses per year, will be reimbursed. However, the amount of tuition to be paid by the City shall be limited to the amount of the then current per- credit hour cost charged by Cleveland State University.

(b) As determined within the reasonable discretion of the Mayor, the course must be directly related to the employment duties of the employee or must be a specifically required core course of a degree program related to the specific duties of the employee.

(c) The employee must obtain the City’s approval of the course prior to the employee’s enrollment. The City will response within two weeks of receipt by the employee’s supervisor of a written request for approval describing the course to be taken.

(d) A grade of “C” or better must be obtained. For core courses need for a degree which are taken on a “pass/fail” basis, a “pass” must be obtained.

(e) Adequate documentation must be provided to the City by the employee.

(F) PARTICIPATION IN THE TUITION REIMBURSEMENT PROGRAM SHOULD NOT IN ANY WAY INTERFERE WITH THE EMPLOYEE’S ABILITY TO PERFORM HIS OR HER JOB.

(G) BY ACCEPTING THE TUITION REIMBURSEMENT, THE EMPLOYEE WHO HAS TAKEN COURSE(S) AGREES TO REPAY TUITION IF HE/SHE DOES NOT REMAIN IN THE EMPLOYMENT OF THE CITY FOR TWO YEARS AFTER THE COMPLETION OF THE COURSE(S).

**SECTION 2.** The Council finds and determines that all formal actions of this Council relating to the adoption of this Ordinance have been taken at open meetings of this Council; and that deliberations of this Council and of its committees, resulting in such formal action, took place in meetings open to the public, in compliance with all statutory requirements including the requirements of Section 121.22 of the Ohio Revised Code.

**SECTION 3.** This Ordinance is hereby declared to be an emergency measure necessary for the immediate preservation of the health, safety and welfare of the residents of Lyndhurst for the reason that it is necessary to enact said amendment immediately in order to comport with the City’s Employee Handbook. It shall therefore take effect immediately upon passage by the affirmative vote of not less then five (5) members elected to Council and approved by the Mayor or otherwise at the earliest time allowed by law.

PASSED: October 16, 2017

\_\_\_\_\_  
**MAYOR**

\_\_\_\_\_  
**VICE MAYOR**

ATTEST: \_\_\_\_\_  
**Clerk of Council**

I, the undersigned Clerk of Council of the City of Lyndhurst, hereby certify that there is no newspaper published or having an office of publication in said City, and that I published the foregoing Ordinance by advertising the same by title on one day in each of two consecutive weeks in a newspaper of general circulation in said City, on October 26, 2017 and November 2, 2017 .

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**Clerk of Council**

First Reading: October 16, 2017

Second Reading: Suspended

Third Reading: Suspended

Passed 10-16-2017