

**June 7, 2023**

**To:** Mayor and Members of City Council

202301552

**From:** Sheryl M.M. Long, City Manager

**Subject: Emergency Ordinance – ESTABLISHING the classification and salary range schedule for the new employment classification Lead Arborist**

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Attached is an Emergency Ordinance captioned:

**ESTABLISHING** the classification and salary range schedule for the new employment classification Lead Arborist, and **ORDAINING** Section 873 of Division 0C, Chapter 307 of the Cincinnati Municipal Code to reflect this new employment classification.

The Human Resources Director has approved this request for this ordinance to establish the classification of Lead Arborist and to establish the classification and salary range. The recommended salary range is based upon a market study to identify current scopes of work and future career paths for the classification structure. The Cincinnati Park Board Human Resources Division conducted a market analysis to evaluate the classifications and compensations for the Lead Arborist position. This classification is necessary to ensure retention of staff in this specialized area of work and ensure promotional opportunities within the classifications.

The Administration recommends passage of this Emergency Ordinance.

cc: Latisha Hazell, Interim Human Resources Director

