

EMERGENCY

City of Cincinnati

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An Ordinance No. 366

- 2021

**MODIFYING** the salary range schedule for the classification of Deputy Clerk by amending existing Section 035, Division 9, of Chapter 307 of the Cincinnati Municipal Code in order to ensure that the new salary range is consistent with the level of responsibility of this position and competitive with similar positions in the employment marketplace.

WHEREAS, the City of Cincinnati Human Resources Department is recommending a modification to the current salary range for the classification of Deputy Clerk to enhance marketability and competitiveness in the job market; and

WHEREAS, the Department of Human Resources has performed due diligence and conducted appropriate internal comparisons to ensure that the new salary range is consistent with the scope of services and the level of responsibility of the position of Deputy Clerk, taking into account technical level administrative assistance, judgment, independent action, and accountability as factors in the evaluation process; and

WHEREAS, it has been determined that adoption of the new salary range is based upon market analysis and is consistent with the organizational changes described herein and internal cost-of-living adjustment comparisons as approved by City Council; and

WHEREAS, it is further recommended that future cost-of-living adjustments for the position of Deputy Clerk be aligned with salary adjustments for the non-represented employee groups as approved by City Council; now, therefore,

BE IT ORDAINED by the Council of the City of Cincinnati, State of Ohio:

Section 1. That Section 035 of Division 9, Chapter 307 of the Cincinnati Municipal Code is hereby amended as shown below:

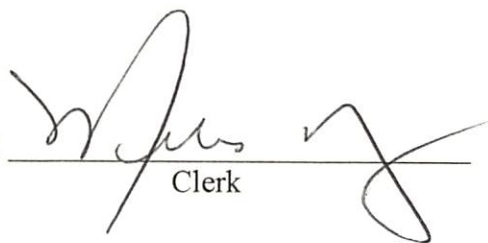
Classification	Minimum Hourly	Maximum Hourly	Minimum Annually	Maximum Annually
Deputy Clerk	17.056474 19.74	29.570724 29.57072	35,477.47 39,590.01	61,570.110

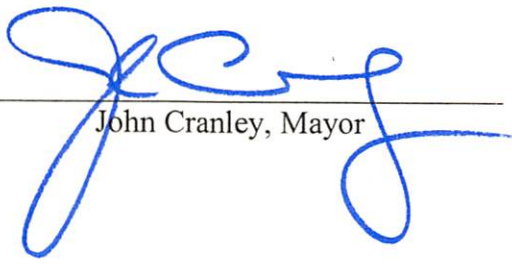
Section 2. That existing Section 035, Division 9, Chapter 307 of the Cincinnati Municipal Code is hereby repealed.

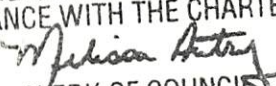
Section 3. That the proper City officials are thereby authorized to do all things necessary to carry out the provisions of Sections 1 and 2 herein.

Section 4. That this ordinance shall be an emergency measure necessary for the preservation of the public peace, health, safety, and general welfare and shall, subject to the terms of Article II, Section 6 of the Charter, be effective immediately. The reason for the emergency is the immediate need to adjust the salary range of the said classification to ensure competitive retention and recruitment.

Passed: September 15, 2021

Attest:   
Clerk

  
John Cranley, Mayor

I HEREBY CERTIFY THAT ORDINANCE NO 3106 2021  
WAS PUBLISHED IN THE CITY BULLETIN  
IN ACCORDANCE WITH THE CHARTER ON 9.28 2021  
  
CLERK OF COUNCIL

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