

June 14, 2023

To: Mayor and Members of City Council

202301638

From: Sheryl M.M. Long, City Manager

Subject: Emergency Ordinance: Modifying Classification Title of Senior Building Plans Examiner and Analyst to the New Classification of Master Plans Examiner

Attached is an Emergency Ordinance captioned:

AMENDING Chapter 307 of the Cincinnati Municipal Code by **MODIFYING** Section 047 of Division 0C, Chapter 307 to change the classification title of Senior Building Plans Examiner and Analyst to the new classification of Master Plans Examiner, consistent with state and organizational changes.

The Human Resources Director has approved the request for this ordinance to establish the classification and salary range of Building Plans Examiner. The recommended salary range is based upon a market study to identify current scopes of work and future career paths for the particular classification structure. The City's Human Resources Department conducted a market analysis to evaluate the classification and compensation for the Building Plans Examiner position. This classification is necessary to ensure retention of staff in this specialized area of work and ensure promotional opportunities within the classification.

The Administration recommends passage of this Emergency Ordinance.

cc: Latisha Hazell, Interim Human Resources Director