

# City of Cincinnati



Interdepartmental  
Correspondence Sheet

February 18, 2021

To: Mayor and Members of City Council

202100668

From: Paula Boggs Muething, City Manager

Subject: Ordinance: Modifying the Salary Ranges for the Permit Technician 1,  
Permit Technician 2, and Permit Technician 3

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Attached is an Emergency ordinance captioned:

**MODIFYING** the salary schedules for the classifications of Permit Technician 1, 2, and 3, by amending existing Section 122, 123, and 124 of Division 1, Chapter 307 of the Cincinnati Municipal Code, in order to correct and establish a new salary schedule for the said classification, consistent with the organizational changes described herein.

The Human Resources Director has approved the request for this ordinance to correct and establish the new salary schedules for the Permit Technician 1, 2, and 3. The Department of Human Resources has done due diligence and conducted appropriate evaluation to ensure that the new salary schedules are consistent with similar positions with factors considered throughout the evaluation process including, scope of work and responsibility. The modification of the salary schedules are necessary to fit the needs of the City, and consistent with the organizational changes described herein.

City Administration recommends passage of this ordinance.

cc: William M. Brown, Human Resources Director