

City of Cincinnati



Interdepartmental
Correspondence Sheet

March 10, 2021

To: Mayor and Members of City Council

202100841

From: Paula Boggs Muething, City Manager

Subject: Ordinance: New Classification and Salary Range for the Housing Services
Coordinator 336

Attached is an ordinance captioned:

ESTABLISHING the salary schedule and classification title for the new employment classification of Housing Services Coordinator, and enacting Section 336 of Division 0, Chapter 307 of the Cincinnati Municipal Code, in order to establish a new salary schedule and new classification title of Housing Services Coordinator.

The Human Resources Director has approved the request for this ordinance to establish the salary schedule and classification title for the new employment classification of Housing Services Coordinator. The Department of Human Resources has done due diligence and conducted appropriate evaluation to ensure that the new salary schedule and classification title is consistent with similar positions with factors considered throughout the evaluation process including, scope of work and responsibility. The creation of the classification is 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