

January 15, 2025

To: Mayor and Members of City Council

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

202500024

Subject: Emergency Ordinance: Director of Environmental Programs

Attached is an Emergency Ordinance captioned:

MODIFYING Chapter 307, "Classified Compensation Schedules," of the Cincinnati Municipal Code by **AMENDING** Section 033 of Division 5 to ensure that the classification title and salary range of the Environmental Programs Manager is consistent with the position's level of responsibility and competitive with similar positions across internal and external job markets.

The Department of Human Resources has done its due diligence and conducted appropriate internal comparisons to ensure that the new classification title and salary range is consistent with the scope of services and the level of responsibility. The amendment of the Environmental Programs Manager classification to the Director of Environmental Programs, and the modification of the salary range is necessary to attract and retain a quality Director, and to ensure consistencies in the knowledge, skills, and abilities required to carry out the duties and tasks prescribed to the position.

The Administration recommends passage of this Emergency Ordinance.

cc: Latisha Hazell, HR Director