



City of Cincinnati

801 Plum Street
Cincinnati, OH 45202

Agenda - Final

Public Safety & Governance

Councilmember Scotty Johnson, Chair
Vice Mayor Jan-Michele Kearney, Vice Chair
Councilmember Mark Jeffreys
Councilmember Anna Albi

Tuesday, June 11, 2024

9:30 AM

Council Chambers, Room 300

PRESENTATIONS

Cultural Assessment Results

Chief Theetge, Cincinnati Police Department

Remarks -Speeding Data in School Zones

Director John Brazina, Department of Transportation & Engineering

AGENDA

- [202401576](#) **PRESENTATION**, submitted by Sheryl M. M. Long, City Manager, dated 6/11/2024, regarding Cultural Assessment Update.
Sponsors: City Manager
Attachments: [Transmittal](#)
[Presentation](#)
- [202401487](#) **ORDINANCE (EMERGENCY)**, submitted by Sheryl M. M. Long, City Manager, on 5/30/2024, **MODIFYING** Chapter 413, "Parking Garages and Parking Lots," and Title XV, Code Compliance and Hearings," of the Cincinnati Municipal Code by **AMENDING** Sections 413-1-D, "Director," 413-5, "Application for License," 413-9, "License Fees," 413-11, "Issuance of License," 413-13, "Renewal of License," 413-15, "Changes After Issue of License," 413-21, "Parking Tickets," 413-31, "Inspections by Department of Public Utilities," 413-33, "Liability Insurance," 413-37, "Bond in Lieu of Insurance," 413-45, "Revocation or Suspension Procedure," 413-99, "Penalties," and 1501-14, "Class E1 Civil Offenses," and **REPEALING** Section 413-35, "Extent of Insurance Coverage," to establish a clear and effective framework for ensuring the safety, security, and welfare of persons using parking lots and parking garages so as to prevent fraud and neglect and further authorize the City Manager to establish fees to recoup costs associated with licenses issued for the operation of parking lots and garages.
Sponsors: City Manager
Attachments: [Transmittal](#)
[Ordinance](#)

3. [202401492](#) **ORDINANCE (EMERGENCY)**, submitted by Sheryl M. M. Long, City Manager, on 5/30/2024, **ESTABLISHING** the classification and salary range schedule for the new employment classification of Alternative Response Program Manager; and **ORDAINING** Section 820 of Division 8, Chapter 307, "Classified Compensation Schedules," of the Cincinnati Municipal Code to reflect this new employment classification.
- Sponsors:** City Manager
- Attachments:** [Transmittal](#)
[Ordinance](#)
4. [202401493](#) **ORDINANCE (EMERGENCY)**, submitted by Sheryl M. M. Long, City Manager, on 5/30/2024, **ESTABLISHING** the classification and salary range schedule for the new employment classification of Alternative Response Community Service Officer; and **ORDAINING** Section 819 of Division 0, Chapter 307, "Classified Compensation Schedules," of the Cincinnati Municipal Code.
- Sponsors:** City Manager
- Attachments:** [Transmittal](#)
[Ordinance](#)
5. [202401506](#) **ORDINANCE (EMERGENCY)** submitted by Sheryl M. M. Long, City Manager, on 6/5/2024, **ESTABLISHING** the classification and salary range schedule for the new employment classification of Supervising Crime Analyst; **ESTABLISHING** the classification and salary range schedule for two new employment classifications of Budget Analyst and Senior Budget Analyst; **ESTABLISHING** the classification and salary range schedule for two new employment classifications of Environmental Program Specialist and Sustainability Program Specialist; **ESTABLISHING** the classification and salary range for the new employment classification of Natural Resource Specialist; **ORDAINING** Section 513 of Division 8, Chapter 307, "Classified Compensation Schedules," of the Cincinnati Municipal Code; **ORDAINING** Sections 452, 453, 454, and 455 of Division 0, Chapter 307, "Classified Compensation Schedules," of the Cincinnati Municipal Code; and **ORDAINING** Section 598 of Division 1, Chapter 307, "Classified Compensation Schedules," of the Cincinnati Municipal Code, all to reflect these new employment classifications and schedules.
- Sponsors:** City Manager
- Attachments:** [Transmittal](#)
[Ordinance](#)

ADJOURNMENT

June 11, 2024

To: Members of the Public Safety & Governance Committee
From: Sheryl M. M. Long, City Manager
Subject: **Presentation** – Cultural Assessment of the Cincinnati Police Department

Attached is a presentation regarding the Cultural Assessment of the Cincinnati Police Department.

cc: Colonel Teresa A. Theetge, Police Chief

Cincinnati Police Department

Cultural Assessment Update



Overview

In 2023, City Manager Long requested a cultural assessment for CPD. As part of the assessment, Matrix Consulting Group conducted surveys (507 responses from 1,078 invitations) and one-on-one interviews (17 total) with Department members. In early 2024, Matrix submitted a final report for the cultural assessment of the CPD.



Key Findings

▶ CPD's Relationship with the Public

▶ CPD employees reported in the survey that they held favorable views of the Department's relationship with and attitudes toward the public. CPD will continue to prioritize proactive public engagement to share positive community-police interactions through its PIO and neighborhood liaison units, including enhanced coverage of recruitment efforts and highlighting Department member achievements





Employee Wellness and Retention

CPD employees reported that the Department excels in promoting employee wellness and that leadership supports these initiatives. CPD will continue to explore and expand its officer wellness opportunities. One example of an expansion opportunity is CPD's acquisition of a donated therapy dog for use by the Department's wellness group.

Communication, Transparency, and Trust

Approximately 81% of line-level survey respondents reported a lack of transparency in the decision-making process of CPD as well as a lack of trust for managerial personnel. Approximately 75% of supervisory personnel who responded feel that there is a lack of communication of strategic goals from upper management.

Immediate Next Steps (Beginning in June 2024):

CPD will publish a monthly communication (video with message) from the Senior Command Staff, rotating among its members, to the Department identifying accomplishments, challenges, strategic goals, and developments.

**First video with Chief Theetge published on 5/31/24

Senior Command Staff Roll/Staff Meeting Visits

CPD will develop a schedule for Senior Command Staff to attend Patrol Bureau, Investigations Bureau, and Administrative/Support Bureau roll calls to minimize indirect flow of information. There will be cross-bureau attendance (e.g., Investigations Bureau Commander going to Patrol) scheduled in advance to allow the Districts/Units/Sections to prepare questions.

**June dates/times/locations already scheduled

Communications Committee Formed

A working group comprised of Department members from all ranks, both sworn and professional staff, was formed to confirm action plans and individual responsibilities for specific action items.

****First meeting was on 5/29/24**

Bias and Discrimination: Approximately half of the survey respondents reported experiencing discrimination or witnessing discrimination within the workplace, also stating they did not feel they could report it without retaliation.

Immediate Next Steps (June 2024): Working with the Office of Performance and Data Analytics (OPDA), CPD will conduct a review of the last three years of bias reports by Department members to identify any patterns that may exist. If identified, further research will be required to determine the root cause of the patterns to develop a potential response plan.

Fairness/Consistency in Accountability

- ▶ Approximately 70% of responding employees reported policy enforcement is inconsistent and the disciplinary process is unfair, while approximately 53% reported that there is a lack of holding employees accountable for their actions.



Immediate Next Steps (June 2024):

- ▶ Working with OPDA, CPD will conduct a review of the last three years of discipline (definition to be determined) for Department members to identify any patterns that may exist.
- ▶ As part of the assessment, Matrix recommended annual training for management on how to hold employees accountable in a healthy manner. Currently, the Training Section has a training module regarding the investigation and administration of employee misconduct. That training module will be reviewed for relevant updates and scheduled for all CPD supervisors.

Cincinnati Police Department

Cultural Assessment Update



Questions:

LTC Aaron R. Jones

aaron.jones@cincinnati-oh.gov

513-352-3529

May 30, 2024

To: Mayor and Members of City Council

202401487

From: Sheryl M.M. Long, City Manager

Subject: Emergency Ordinance – Operations Agreement – Access to Capital Fund

Attached is an Emergency Ordinance captioned:

MODIFYING Chapter 413, “Parking Garages and Parking Lots,” and Title XV, Code Compliance and Hearings,” of the Cincinnati Municipal Code by **AMENDING** Sections 413-1-D, “Director,” 413-5, “Application for License,” 413-9, “License Fees,” 413-11, “Issuance of License,” 413-13, “Renewal of License,” 413-15, “Changes After Issue of License,” 413-21, “Parking Tickets,” 413-31, “Inspections by Department of Public Utilities,” 413-33, “Liability Insurance,” 413-37, “Bond in Lieu of Insurance,” 413-45, “Revocation or Suspension Procedure,” 413-99, “Penalties,” and 1501-14, “Class E1 Civil Offenses,” and **REPEALING** Section 413-35, “Extent of Insurance Coverage,” to establish a clear and effective framework for ensuring the safety, security, and welfare of persons using parking lots and parking garages so as to prevent fraud and neglect and further authorize the City Manager to establish fees to recoup costs associated with licenses issued for the operation of parking lots and garages.

STATEMENT

The Private Parking Lot licensing program is transitioning within the Administration from the Department of Public Services to the Parking Division of Community & Economic Development.

BACKGROUND

In 1962 the City established a licensing requirement and associated standards for privately owned parking lots and garages within the City.

This licensing program has been most recently managed by the Department of Public Services and will be transitioning to the management and oversight of the Department of Community & Economic Development, Parking Division (DCED-Parking) effective the fall of 2024.

PROGRAM CHANGES

As part of transitioning the management of the program to DCED-Parking, a number of updates to the Cincinnati Municipal Code 413 are necessary. They are summarized as follows:

1. Update to Department responsible for the program. The City Manager's designee will be the Department of Community & Economic Development – Parking Division
2. Update to application requirements to include a certificate of good standing from the City's Income Tax Division and a zoning compliance letter from City Planning & Engagement among other changes.
3. Update to licensing fees to ensure cost of program administration are recovered. The Administration will update the fee as program administration costs increase or decrease over time.
4. Update to licensing term (now one year from issuance). Previously all licenses expired September 30 of each year. Short term licenses can also still be issued.
5. Update to requirements for receipts for payment to allow for digital receipts. Previously a paper receipt was the requirement for the license.
6. Update to requirements for liability insurance. The Administration will set the liability limits and insurance types each year for licenses and this change will allow this without requiring a change to the municipal code each year.
7. Update to the penalty for non-compliance with the licensure requirements. Previously this license had a separate penalty requirement, but this change will make the penalty a civil offense under CMC 1501.

These changes will allow DCED-Parking to assume administration of the program and will provide ample time to notify current program participants of the change in administration and program requirements outlined above before the expiration of the current licenses in September of 2024. Additionally, as a process improvement starting in the fall of 2024, an online application through Open Counter will be utilized to accept application requests and approvals. This will allow the City to provide improved customer service delivery. Upon passage of this legislation, DCED-Parking intends to notify current licensees of the changes in preparation for their submission of a new application for license in the fall of 2024.

DCED-Parking anticipates returning to Council later in FY25 with additional legislation that will further assist in administration of the program, including legislation to create a classification specific to the inspection of private parking lots within DCED-Parking. DCED-Parking is working to create a class specification with the Department of Human Resources, but that process is not finished at this time.

RECOMMENDATION

The Administration recommends approval of this Emergency Ordinance. The purpose of the emergency is to allow the City Manager to establish permit fees as soon as possible so they will be effective for the upcoming fiscal year.

Attachment: Ordinance

Copy: Markiea L. Carter, Director, Department of Community & Economic Development

EMERGENCY

JRS

- 2024

MODIFYING Chapter 413, “Parking Garages and Parking Lots,” and Title XV, “Code Compliance and Hearings,” of the Cincinnati Municipal Code by **AMENDING** Sections 413-1-D, “Director,” 413-5, “Application for License,” 413-9, “License Fees,” 413-11, “Issuance of License,” 413-13, “Renewal of License,” 413-15, “Changes After Issue of License,” 413-21, “Parking Tickets,” 413-31, “Inspections by Department of Public Utilities,” 413-33, “Liability Insurance,” 413-37, “Bond in Lieu of Insurance,” 413-45, “Revocation or Suspension Procedure,” 413-99, “Penalties,” and 1501-14, “Class E1 Civil Offenses,” and **REPEALING** Sections 413-35, “Extent of Insurance Coverage,” and 413-99-A, “Violation of Section 413-28,” to establish a clear and effective framework for ensuring the safety, security, and welfare of persons using parking lots and parking garages so as to prevent fraud and neglect and further authorize the City Manager to establish fees to recoup costs associated with licenses issued for the operation of parking lots and garages.

WHEREAS, Cincinnati Municipal Code Chapter 413, “Parking Garages and Parking Lots,” requires persons to first obtain a license to operate paid-for parking lots and garages which provides for an effective means of ensuring such lots and garages operate in such a manner as to ensure the safety, security, and welfare of the citizens of Cincinnati; and

WHEREAS, Council wishes to modify the requirements for license holders so as to hold them accountable to maintain their parking lots and garages to certain standards so as to ensure the health, safety, and welfare of the citizens of Cincinnati, and prevent fraud and undue waste; and

WHEREAS, licensing fees allow the City to recoup costs and expenses directly incurred by the City of Cincinnati for issuing and inspecting the parking lots and garages to ensure compliance with the City’s rules and regulations; and

WHEREAS, Council wishes to establish a clear, consistent, and effective framework for managing licensing fees by authorizing the City Manager to establish fees that ensure the City is able to recover the costs associated with licenses issued for parking lots and garages; and

WHEREAS, Council additionally wishes to modify Chapter 413, “Parking Garages and Parking Lots,” to recognize the transition of the oversight of the licensing program for parking lots and garages from the Department of Public Services to the Parking Division of the Department of Community and Economic Development; now, therefore,

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

Section 1. That Sections 413-1-D, “Director,” 413-5, “Application for License,” 413-9, “License Fees,” 413-11, “Issuance of License,” 413-13, “Renewal of License,” 413-15, “Changes

After Issue of License,” 413-21, “Parking Tickets,” 413-31, ”Inspections by Department of Public Utilities,” 413-33, ”Liability Insurance,” 413-37, ”Bond in Lieu of Insurance,” 413-45, “Revocation or Suspension Procedure,” and 413-99, “Penalties,” of Chapter 413, “Parking Garages and Parking Lots,” and Section 1501-14, “Class E1 Civil Offenses,” of Title XV, “Code Compliance and Hearings,” are hereby amended to read as follows:

Sec. 413-1-D. - Director.

“Director” shall mean the ~~director of public services or his~~ person designated by the city manager to administer this chapter and program. ~~designee.~~

Sec. 413-5. - Application for License.

Application for a license shall be made on forms supplied by the director. The applicant shall set forth the following information and facts stated under oath or affirmation:

- (a) The name of applicant, and location of the parking garage or parking lot.
- (b) If a firm, the firm name, the name and address of each member of the firm, and the location of the principal office or place of business.
- (c) If a corporation, the date and state of incorporation, the names of the president, secretary, and the business manager or superintendent thereof, and the addresses of such persons.
- ~~(d) Type of license desired — special or regular. If a special license is desired, the number of days of operation and the approximate dates of operation shall be specified.~~
- ~~(e)~~ The type of parking garage or parking lot to be operated by applicant.
- ~~(f) The name and address of the person in charge of the garage or lot.~~
- ~~(g)~~ Name and address of a local representative who has the duty, responsibility, and authority to operate, maintain, and manage a parking lot or parking garage. must be a resident of the city of Cincinnati. The local representative shall be available for contact during all operating hours and located no greater than fifty miles from the parking lot or garage.
- ~~(h)~~ Owner of the real estate property on which parking garage or parking lot is located.

- (i) ~~A statement of any prior revocation of license or refusal by the city to issue a license to applicant, or any partner, employee, officer or director of the company.~~
- (jg) A scaled drawing or sketch of the premises used in operation of the parking garage or parking lot showing dimensions of business area, location of entrances and exits, abutting city streets or alleys, parking area surface, number of parking spaces, number and siting of required bicycle parking spaces, barrier enclosures, driveway dimensions, any other information required for determination of compliance with the city ordinances pertaining to use of property and operation of the business.
- (kh) A statement of days and hours of attended operation.
- (li) A statement of the range of parking rates charged by the operator.
- (j) A statement of good standing from the city's income tax division.
- (k) A zoning verification letter that the parking lot or garage is a permitted use in compliance with city zoning laws.
- (l) The amount of gross fees or consideration charged for paid parking in the parking garage or parking lot during the prior calendar year.
- (m) Any information relative to operation of a parking garage or parking lot which is deemed necessary by the director for the purposes of determining that a license should be issued or refused.

Sec. 413-9. - License Fees.

~~The annual license, whether regular or special, shall be effective for the 12-month period beginning October 1 and ending September 30 of each year. The annual license fees for a regular license, payable to the city treasurer for each parking garage or parking lot, shall be based upon the following rates per square foot for the total number of square feet of floor or ground area of each parking garage or parking lot:~~

~~\$.0060 per square foot for the first 50,000 square feet;~~

~~\$.0040 per square foot for any amount above the initial 50,000 square feet.~~

~~Except that if a license is issued on or after April 1 of any year, the fee therefor shall be one-half the applicable annual fee.~~

~~The fee for a special annual license which shall permit a licensee to operate for only 20 days during a license year shall be 20 percent of the annual fee for a regular license.~~

~~The minimum license fee shall be \$12.~~

The city manager is hereby authorized to establish license and application fees to offset the costs and expenses incurred or estimated to be incurred by the city for the licensing program provided for in this chapter. A schedule of the fees shall be available on the city's website. All fees shall be paid prior to the issuance of a license or renewal.

Sec. 413-11. - Issuance of License.

All matters pertaining to the application for a license shall be investigated by the director, who shall approve the issuance of the license if the parking garage or parking lot and the proposed operation thereof comply with all applicable ordinances of the city. Upon approval of an application, the director shall ~~notify the city treasurer who~~ shall issue a license to the applicant upon payment of the proper license fee.

Sec. 413-13. - Renewal of License.

All licenses issued as provided in this chapter shall expire on the date provided for on the license or if no date is provided, then the license shall expire 12 months from the issue date. ~~the last day of September of each year.~~

Application for renewal shall be made to the director on forms to be supplied by the director. ~~Upon approval of renewal application by the director, the city treasurer shall issue a renewal license.~~

In the event of refusal to renew a license, the proceedings as to revocation, suspension or refusal of license shall apply and appeal shall be the same as in cases where an original application is denied.

Sec. 413-15. - Changes After Issue of License.

If, after issuance or renewal of a license, any change is made to the information provided in Section 413-5(a)-(m) in the firm ownership, officers, manager, or nature of business, written notice shall be given within 10 days by licensee to the director for insertion in the records.

Prior written approval of the director is required for any change made in entrance and exit areas, expansion of parking area, or any changes which affect public usage of parking area or the abutting streets and highways.

~~In the case of special licenses, if the parking operations are not held on the dates specified in the application, or if the parking operations are held on dates different from those specified in the application, the director shall be notified thereof within 10 days.~~

Sec. 413-21. – Parking Payment Tickets.

When a vehicle is brought into a parking garage or parking lot for hourly or daily parking, the person in control or possession of the vehicle shall be furnished with a parking

payment ticket upon which shall be printed contain the name and address of the parking garage, or parking lot, and the date and time when the vehicle entered. If payment is due and collected upon entry to the lot, then the duration of stay and the amount paid shall be included on the parking payment ticket or receipt. Further, if the parking garage or lot requires that the receipt or other documentation be left on the car dashboard as evidence of payment, signage stating this requirement shall be clearly visible at the location of payment and other conspicuous places so that the parking public is informed of the requirement. This ticket shall be numbered to correspond with a number on a ticket placed upon said vehicle.

Where a vehicle is stored for a period of more than 24 hours, a written receipt or memorandum shall be given to the person storing the vehicle stating this parking arrangement and showing the name and address of the parking garage, parking lot or transfer station.

~~The director may authorize a waiver of the use of tickets for parking in a parking garage or parking lot.~~

Sec. 413-31. - Inspections by Department of Public Utilities.

The director or an authorized representative is authorized to make periodic inspections of parking garage and parking lots for the purpose of carrying out the provisions of this chapter, and for gathering factual data as to number of vehicles parked and the total vehicles parked in any parking garage or parking lot.

Sec. 413-33. - Liability Insurance.

~~No license to operate a parking garage or parking lot shall be issued or renewed by the city treasurer, and no person shall operate any parking garage or parking lot or permit such to be operated, unless and until the applicant shall deposit supply with the city with proof of treasurer a policy or policies of liability insurance issued by a responsible insurance company at or above the limits established by the director. No person shall operate any parking garage or parking lot or permit such to be operated unless such liability insurance is maintained for as long as the licensee operates a parking garage or parking lot, approved as to sufficiency by the city treasurer and approved by the city solicitor as to form, type and as to the amounts provided for in Sections 413-35 and 413-37. The director is authorized to establish minimum insurance limits required to be carried by licensees to protect against claims for damages and injury, including theft from automobiles coverage. The director shall publish the minimum insurance limits on the city's website 30 days before they become effective.~~

Sec. 413-37. - Bond in Lieu of Insurance.

In lieu of any policy or policies of insurance required by Sections 413-33 and 413-35, applicant may furnish a bond executed by a surety company authorized to do business in the state of Ohio, approved as to sufficiency by the city treasurer and as to form by the city

solicitor, holding and binding the principal and sureties to the same liability, and subject to the same conditions as in the case of policies of insurance provided for herein.

It shall further be permissible for the applicant to furnish insurance for personal injuries, including death, and an indemnity bond or bonds as to the property damage, or vice versa.

Sec. 413-45. - Revocation or Suspension Procedure.

No license provided for in this chapter shall be suspended or revoked without a hearing or opportunity to be heard before the director. When the charges as to one or more of the items set forth in Section 413-43 have been sustained, the director shall ~~notify the city treasurer of such finding and the city treasurer shall thereupon~~ suspend or revoke the license in accordance with the decision of the director.

Sec. 413-99. - Penalties.

~~Whoever violates any provision of this chapter for which another penalty is not specifically provided shall be fined not more than \$100. Except where a penalty for a violation of a provision of this chapter is otherwise provided, a person who violates any provision of this chapter commits a Class E1 Civil Offense as defined by Cincinnati Municipal Code Section 1501-14, and is liable for the civil fine specified in Section 1501-99 for a Class E1 Civil Offense. Each day's violation of any section shall constitute a separate offense.~~

Sec. 1501-14. - Class E1 Civil Offenses.

A person who violates a standard of conduct set forth in Cincinnati Municipal Code Chapter 413, Section 701-23, Section 318-13(d) or Section 320-11(a) is liable for the civil fine specified in Section 1501-99 for a Class E1 Civil Offense.

Section 2. That the existing Sections 413-35, "Extent of Insurance Coverage," and 413-99-A, "Violation of Section 413-28," of the Cincinnati Municipal Code are hereby repealed.

Section 3. That the City Manager and the proper City officials are authorized to take all necessary and proper actions to carry out the provisions of this ordinance, including by updating applicable rules and regulations, fee schedules, and policies and procedures in accordance with the modifications to the Cincinnati Municipal Code provided for 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 allow the City Manager to establish and promulgate license fees as soon as possible, so they will be in effect for the coming fiscal year.

Passed: _____, 2024

Aftab Pureval, Mayor

Attest: _____
Clerk

Additions indicated by underline; Deletions indicated by strikethrough.

May 30, 2024

To: Mayor and Members of City Council

From: Sheryl M.M. Long, City Manager

202401492

Subject: Ordinance: Alternative Response Program Manager Classification

Attached is an Ordinance captioned:

ESTABLISHING the classification and salary range schedule for the new employment classification of Alternative Response Program Manager; and **ORDAINING** Section 820 of Division 8, Chapter 307, “Classified Compensation Schedules,” of the Cincinnati Municipal Code to reflect this new employment classification.

The Emergency Communications Center, through a market analysis, has determined the necessity of creating this classification to manage alternative response to 911 and crisis-related calls, co-responder programs, 311 community responders, 911 call diversion to 988, and other initiatives that advance the City’s goals related to harm reduction and criminal justice diversion.

The Administration recommends passage of this Emergency Ordinance.

cc: Latisha Hazell, HR Director

EMERGENCY

KKF

-2024

ESTABLISHING the classification and salary range schedule for the new employment classification of Alternative Response Program Manager; and **ORDAINING** Section 820 of Division 8, Chapter 307, “Classified Compensation Schedules,” of the Cincinnati Municipal Code to reflect this new employment classification.

WHEREAS, the Human Resources Department, in consultation with the Emergency Communication Center, has determined that it is necessary to create a new Alternative Response Program Manager classification specification to recruit and retain quality employees; and

WHEREAS, the Alternative Response Program Manager classification and compensation plan is necessary to ensure consistency in the knowledge, skills, and abilities required to carry out the duties and tasks prescribed for the position; and

WHEREAS, this position manages, plans, supervises, and coordinates assigned program activities and operations within the Emergency Communications Center and with partner agencies, including alternative response to 911 and crisis-related calls, co-responder programs, 311 community responders, 911 call diversion to 988, and other initiatives that advance the City’s goals related to harm reduction and criminal justice diversion; and

WHEREAS, creation of the Alternative Response Program Manager position provides an opportunity to increase organizational effectiveness while maintaining a standard of excellence and a clear pathway for continued growth and career progression for employees; and

WHEREAS, the Human Resources Department has performed due diligence and conducted appropriate internal comparisons to ensure that the new classification and salary range are consistent with the scope of work and the level of responsibility of the position of Alternative Response Program Manager, with factors considered throughout the evaluation process including scope of responsibility, judgment and independent action, accountability, and supervisory responsibility; and

WHEREAS, adopting the new salary range and classification title for the position is based upon a market analysis and internal cost of living adjustment comparisons as approved by Council; now, therefore,

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

Section 1. That Section 820 of Division 8, Chapter 307, “Classified Compensation Schedules,” of the Cincinnati Municipal Code is ordained as follows to establish the new classification and salary range of Alternative Response Program Manager:

Alternative Response Program Manager
Minimum \$79,438.46 – Maximum \$115,516.77

Section 2. That the proper City officials are authorized to do all things necessary and proper to carry out the terms of Section 1.

Section 3. 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 establish the classification and salary range of Alternative Response Program Manager to recruit and retain qualified employees in the Emergency Communication Center as soon as possible.

Passed: _____, 2024

Aftab Pureval, Mayor

Attest: _____
Clerk

May 30, 2024

To: Mayor and Members of City Council

202401493

From: Sheryl M.M. Long, City Manager

**Subject: Ordinance: Alternative Response Community Service Officer
Classification**

Attached is an Ordinance captioned:

ESTABLISHING the classification and salary range schedule for the new employment classification of Alternative Response Community Service Officer; and **ORDAINING** Section 819 of Division 0, Chapter 307, "Classified Compensation Schedules," of the Cincinnati Municipal Code.

The Emergency Communications Center, through a market analysis, has determined the necessity of creating this classification to provide alternative response to 911 and crisis-related calls, co-responder programs, 311 community responders, 911 call diversion to 988, and other initiatives that advance the City's goals related to harm reduction and criminal justice diversion.

The Administration recommends passage of this Emergency Ordinance.

cc: Latisha Hazell, HR Director

EMERGENCY

KKF

-2024

ESTABLISHING the classification and salary range schedule for the new employment classification of Alternative Response Community Service Officer; and **ORDAINING** Section 819 of Division 0, Chapter 307, “Classified Compensation Schedules,” of the Cincinnati Municipal Code.

WHEREAS, the Human Resources Department, in consultation with the Emergency Communication Center, has determined that it is necessary to create a new Alternative Response Community Service Officer classification specification to recruit and retain quality employees; and

WHEREAS, the Alternative Response Community Service Officer classification and compensation plan is necessary to ensure consistency in the knowledge, skills, and abilities required to carry out the duties and tasks prescribed for the position; and

WHEREAS, this position is responsible for performing advanced level professional work involving independent judgement to gather information, ensure safe conditions, and appropriately route requests for final resolution in compliance with established policies and procedures, which may include Quality of Life calls reported to 311 and 911; and

WHEREAS, personnel filling the new position will provide field response in the community for the City’s non-emergency 311 Customer Service program and serve as an ambassador to the community on behalf of all City agencies, playing a crucial role in improving community outcomes by handling issues that do not require a traditional public safety response; and

WHEREAS, the Human Resources Department has performed due diligence and conducted appropriate internal comparisons to ensure that the new classification and salary range are consistent with the scope of work and the level of responsibility of the position of Alternative Response Community Service Officer, with factors considered throughout the evaluation process including scope of responsibility, judgment and independent action, and accountability; and

WHEREAS, adopting the new salary range and classification title for the position is based upon a market analysis and internal cost of living adjustment comparisons as approved by Council; now, therefore,

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

Section 1. That Section 819 of Division D0, Chapter 307, “Classified Compensation Schedules,” of the Cincinnati Municipal Code is ordained as follows to establish the new classification and salary range of Alternative Response Community Service Officer:

Alternative Response Community Service Officer
Minimum \$57,517.77 - Maximum \$87,445.16

Section 2. That the proper City officials are authorized to do all things necessary and proper to carry out the terms of Section 1.

Section 3. 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 establish the classification and salary range of Alternative Response Community Service Officer to recruit and retain qualified employees in the Emergency Communication Center as soon as possible.

Passed: _____, 2024

Aftab Pureval, Mayor

Attest: _____
Clerk

June 5, 2024

To: Mayor and Members of City Council
From: Sheryl M.M. Long, City Manager
Subject: **Emergency Ordinance: Supervising Crime Analyst Classification**

Attached is an Emergency Ordinance captioned:

ESTABLISHING the classification and salary range schedule for the new employment classification of Supervising Crime Analyst; **ESTABLISHING** the classification and salary range schedule for two new employment classifications of Budget Analyst and Senior Budget Analyst; **ESTABLISHING** the classification and salary range schedule for two new employment classifications of Environmental Program Specialist and Sustainability Program Specialist; **ESTABLISHING** the classification and salary range for the new employment classification of Natural Resource Specialist; **ORDAINING** Section 513 of Division 8, Chapter 307, "Classified Compensation Schedules," of the Cincinnati Municipal Code; **ORDAINING** Sections 452, 453, 454, and 455 of Division 0, Chapter 307, "Classified Compensation Schedules," of the Cincinnati Municipal Code; and **ORDAINING** Section 598 of Division 1, Chapter 307, "Classified Compensation Schedules," of the Cincinnati Municipal Code, all to reflect these new employment classifications and schedules.

The Administration recommends passage of this Emergency Ordinance.

cc: Latisha Hazell, HR Director

EMERGENCY

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ESTABLISHING the classification and salary range schedule for the new employment classification of Supervising Crime Analyst; **ESTABLISHING** the classification and salary range schedule for two new employment classifications of Budget Analyst and Senior Budget Analyst; **ESTABLISHING** the classification and salary range schedule for two new employment classifications of Environmental Program Specialist and Sustainability Program Specialist; **ESTABLISHING** the classification and salary range for the new employment classification of Natural Resource Specialist; **ORDAINING** Section 513 of Division 8, Chapter 307, “Classified Compensation Schedules,” of the Cincinnati Municipal Code; **ORDAINING** Sections 452, 453, 454, and 455 of Division 0, Chapter 307, “Classified Compensation Schedules,” of the Cincinnati Municipal Code; and **ORDAINING** Section 598 of Division 1, Chapter 307, “Classified Compensation Schedules,” of the Cincinnati Municipal Code, all to reflect these new employment classifications and schedules.

WHEREAS, the Human Resources Department, in consultation with the relevant City departments, has determined that it is necessary to create new Supervising Crime Analyst, new Budget Analyst and Senior Budget Analyst, new Environmental Program Specialist and Sustainability Program Specialist, and Natural Resource Specialist classifications to recruit and retain quality employees; and

WHEREAS, these new employment classifications and compensation plans are necessary to ensure consistency in the knowledge, skills, and abilities required to carry out the duties and tasks prescribed for the position; and

WHEREAS, creation of the Supervising Crime Analyst position and salary range provides an opportunity to increase organizational effectiveness while maintaining a standard of excellence and a clear pathway for continued growth and career progression for employees; and

WHEREAS, the Budget Analyst and Senior Budget Analyst classifications (“Budget positions”) and compensation plan are necessary to ensure consistency in the knowledge, skills, and abilities required to carry out the duties and tasks prescribed for the positions; and

WHEREAS, the Budget positions are responsible for performing advanced level professional work and administrative and operational analysis; and

WHEREAS, personnel filling the Budget positions will be responsible for operational analysis, budget preparation and administration, and management or organizational studies; and

WHEREAS, the Environmental Program Specialist and Sustainability Program Specialist classifications (“Environmental positions”) and compensation plans are necessary to ensure consistency in the knowledge, skills, and abilities required to carry out the duties and tasks prescribed for the positions; and

WHEREAS, the Environmental positions are responsible for performing advanced level professional work and providing technical support for City-wide environmental and sustainability initiatives and programs; and

WHEREAS, personnel filling the Environmental positions will be responsible for climate change mitigation, project management, community relations, policy research, data analysis, partnership building, and playing a crucial role in the implementation of environmental programs; and

WHEREAS, the Natural Resource Specialist classification and compensation plan is necessary to ensure consistency in the knowledge, skills, and abilities required to carry out the duties and tasks prescribed for the position; and

WHEREAS, the Natural Resource Specialist position is responsible for constructing and rerouting trails using best practice sustainable trail design, helping maintain a diversified and healthy ecosystem and trail system within and around designated forest, prairies, ponds, rivers, and wetlands, and carrying out other initiatives that advance the City's goals related to making Cincinnati more walkable; and

WHEREAS, creation of the Natural Resource Specialist position and salary range provides an opportunity to increase organizational effectiveness while maintaining a standard of excellence within the Cincinnati Parks system; and

WHEREAS, the Department of Human Resources has performed due diligence and conducted appropriate internal comparisons to ensure that the new classifications and salary ranges are consistent with the scope of work and the level of responsibility of these new positions, considering such factors including scope of responsibility, judgment and independent action, accountability, and supervisory responsibility throughout the evaluation process; and

WHEREAS, adopting the new salary ranges and classification titles for these positions is based upon a market analysis and internal cost of living adjustment comparisons as approved by Council; now, therefore,

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

Section 1. That Section 513 of Division 8, Chapter 307, "Classified Compensation Schedules," of the Cincinnati Municipal Code is ordained as follows to establish the new classification and salary range of Supervising Crime Analyst:

Supervising Crime Analyst (513)	\$79,438.46 (Minimum) – \$115,516.77 (Maximum)
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Section 2. That Sections 453 and 454 of Division D0, Chapter 307, “Classified Compensation Schedules,” of the Cincinnati Municipal Code are ordained as follows to establish the new classifications and salary ranges of Budget Analyst (453) and Senior Budget Analyst (454):

Budget Analyst (453)	\$57,517.77 (Minimum) – \$87,445.16 (Maximum)
Senior Budget Analyst (454)	\$68,232.58 (Minimum) – \$103,735.05 (Maximum)

Section 3. That Sections 455 and 452 of Division D0, Chapter 307, “Classified Compensation Schedules,” of the Cincinnati Municipal Code are ordained as follows to establish the new classifications and salary ranges of Environmental Program Specialist (455) and Sustainability Program Specialist (452):

Environmental Program Specialist (455)	\$68,231.57 (Minimum) – \$103,735.05 (Maximum)
Sustainability Program Specialist (452)	\$68,231.57 (Minimum) – \$103,735.05 (Maximum)

Section 4. That Section 598 of Division 1, Chapter 307, “Classified Compensation Schedules,” of the Cincinnati Municipal Code is ordained as follows to establish the new classification and salary range of Natural Resource Specialist:

Natural Resource Specialist (598)	\$54,725.07 (Minimum – Step 1)
	\$57,012.842 (Step 2)
	\$59,363.527 (Step 3)
	\$61,703.13 (Maximum – Step 4)

Section 5. That the salary ranges for the new non-represented positions of Supervising Crime Analyst, Budget Analyst, Senior Budget Analyst, Environmental Program Specialist, and Sustainability Program Specialist as established in Sections 1 through 3 of this ordinance will be adjusted to include any cost of living adjustment for non-represented employees approved by Council in the FY 2025 budget.

Section 6. That the proper City officials are authorized to do all things necessary and proper to carry out the terms of Sections 1 through 5.

Section 7. 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 establish the classifications and salary ranges of Supervising Crime Analyst, Budget Analyst, Senior Budget Analyst, Environmental Program Specialist, Sustainability Program Specialist, and Natural Resource Specialist by the start of FY 2025 on July 1, 2024.

Passed: _____, 2024

Aftab Pureval, Mayor

Attest: _____
Clerk