
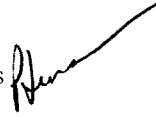


MANAGEMENT SERVICES MEMORANDUM

#13-07

TO: Honorable Mayor Joyce Downing and City Council Members

FROM: John R. Pick, City Manager 
Paula Jensen, Director of Management Services 

DATE: September 9, 2013

SUBJECT: Employee Benefits, Resolution # CR-83

BACKGROUND:

On July 23, 2012, City Council approved Resolution No. 12-74, Series of 2012, setting employee benefits to be provided to classified employees of the City in accordance with Section H, subsection (1) of Ordinance No. 1519, Series of 2008, the City of Northglenn Salary Ordinance.

SUMMARY:

CR-83 sets the benefits to be provided to classified employees of the City in accordance with Section H, subsection (1) of Ordinance No. 1519, Series of 2008, the City of Northglenn Salary Ordinance, effective September 9, 2013 and to remain in effect until changed by City Council resolution.

The benefits listed include the addition of Veterans Day as a paid holiday. The general leave schedule has been amended to reflect the additional 8 hours of paid leave for shift workers who charge holidays to general leave. Additionally, Category D (department heads, city manager, and city clerk) has been eliminated, and those employees will move to Category A and begin to observe holidays.

Detailed information regarding the employee benefits can be found in Human Resources.

STAFF REFERENCE:

If Council members have any comments or questions they may contact Paula Jensen at 303.450.8877 or piensen@northglenn.org.

SPONSORED BY: MAYOR DOWNING

COUNCILMAN'S RESOLUTION

RESOLUTION NO.

No. CR-83
Series of 2013

Series of 2013

A RESOLUTION SETTING THE BENEFITS TO BE PROVIDED TO CLASSIFIED EMPLOYEES OF THE CITY IN ACCORDANCE WITH THE CITY OF NORTHGLENN SALARY ORDINANCE

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF NORTHGLENN, COLORADO, THAT:

Section 1. Effective September 9, 2013, pursuant to Section H, subsection (1) of Ordinance No. 1519, Series of 2008, the City of Northglenn Salary Ordinance, the City Council hereby determines the fringe benefits to be provided to classified employees of the City are generally the following categories of benefits:

- A. Health insurance: employer costs
90% ee only 80% ee+ 1 80% ee+ child(ren) 80% family
- B. Dental insurance: employer costs
100% ee only 76% ee+ 1 76% family
- C. General Leave
September 9, 2013 Rate Schedule attached
- D. Paid Holidays

<i>New Year's Day</i>	<i>Labor Day</i>
<i>Birthday of Martin Luther King Jr.</i>	<i>Veterans Day</i>
<i>President's Day</i>	<i>Thanksgiving Day</i>
<i>Memorial Day</i>	<i>Day after Thanksgiving</i>
<i>Independence Day</i>	<i>Christmas Day</i>
- E. Personal Leave
16 hours annually
- F. Life and dependent life insurance
100% employer paid
- G. Flexible spending plan
- H. Short-term disability: employer costs
80-100% of employee salary, depending on years of service
- I. Long-term disability
60% of employee salary

These fringe benefits remain in effect until changed by City Council resolution.

Section 2. Resolution No. 12-74, Series of 2012, is hereby repealed.

DATED at Northglenn, Colorado, this ____ day of _____, 2013.

JOYCE DOWNING
Mayor

ATTEST:

JOHANNA SMALL, CMC
City Clerk

APPROVED AS TO FORM:

COREY Y. HOFFMANN
City Attorney

GENERAL LEAVE ACCRUAL RATE SCHEDULE

Effective September 9, 2013

Category	Years of Service	Annual Accrual	Minimum Usage	Bi-Weekly Rate	Hourly Rate	Maximum Accrual
A <i>Regular employees who observes holidays, including City Manager, Department Heads, and City Clerk</i>	<u>1 - 5</u>	<u>160 hrs.</u>	<u>56 hrs.</u>	<u>6.153840</u>	<u>.076920</u>	<u>40 days (320 hrs.)</u>
	<u>6 - 10</u>	<u>176 hrs.</u>	<u>80 hrs.</u>	<u>6.769200</u>	<u>.084610</u>	<u>44 days (352 hrs.)</u>
	<u>11 - 15</u>	<u>200 hrs.</u>	<u>104 hrs.</u>	<u>7.692240</u>	<u>.096150</u>	<u>50 days (400 hrs.)</u>
	<u>16+</u>	<u>240 hrs.</u>	<u>144 hrs.</u>	<u>9.230760</u>	<u>.115380</u>	<u>60 days (480 hrs.)</u>
B <i>Rotating shift workers who charge holidays to general leave (includes MSWs in Solid Waste, Police Officers, NSOs, Recreation employees, Utility Plant Operators)</i>	<u>1 - 5</u>	<u>240 hrs.</u>	<u>136 hrs.</u>	<u>8.92308</u>	<u>.11154</u>	<u>60 days (480 hrs.)</u>
	<u>6 - 10</u>	<u>256 hrs.</u>	<u>160hrs.</u>	<u>9.5384615</u>	<u>.11923</u>	<u>64 days (512 hrs.)</u>
	<u>11 - 15</u>	<u>280 hrs.</u>	<u>184 hrs.</u>	<u>10.461538</u>	<u>.13077</u>	<u>70 days (560 hrs.)</u>
	<u>16+</u>	<u>320 hrs.</u>	<u>224 hrs.</u>	<u>12.000000</u>	<u>.15000</u>	<u>80 days (640 hrs.)</u>

H:\BENEFITS\GENERAL LEAVE ACCRUAL RATE SCHEDULE