

EXPLANATORY COVER SHEET

COUNCILMAN'S BILL NO. CB-1669

SPONSOR: COUNCILMEMBER WIENEKE

TITLE: A BILL FOR AN ORDINANCE REPEALING AND REENACTING THE CITY OF NORTHGLENN'S PAY ORDINANCE AND ESTABLISHING A RESTATED PLAN FOR THE PAYMENT OF SALARIES OF EMPLOYEES IN THE CLASSIFIED SERVICE OF THE CITY

PURPOSE: TO PLACE THE SETTING OF SALARY RANGES BY RESOLUTION WITHIN THE AUTHORITY OF COUNCIL; TO ESTABLISH THAT COUNCIL WILL SET UNIFORM COST OF LIVING ADJUSTMENTS TO PAY RANGES; TO REPLACE MERIT INCREASES WITH MERIT BONUSES THAT DO NOT INFLATE AN EMPLOYEE'S BASE SALARY; TO REQUIRE WAGE AND BENEFIT SURVEYS TO BE CONDUCTED EVERY OTHER YEAR, OR MORE OFTEN IF DIRECTED BY COUNCIL; TO CONTINUE TO PERMIT THE CITY MANAGER, WITHIN HIS OR HER DISCRETION, TO SET AN EMPLOYEE'S SALARY WITHIN AN APPROVED PAY RANGE; TO CONTINUE TO ALLOW THE CITY MANAGER TO AWARD MERIT BONUSES FOR OUTSTANDING EMPLOYEE PERFORMANCE WITHIN BUDGET CONSTRAINTS

ADDITIONAL EXPLANATORY REMARKS:

SPONSORED BY: COUNCIL MEMBER WIENEKE

COUNCILMAN'S BILL

ORDINANCE NO.

No. CB-1669
Series of 2008

Series of 2008

A BILL FOR A SPECIAL ORDINANCE REPEALING AND REENACTING THE CITY OF NORTHGLENN'S PAY ORDINANCE AND ESTABLISHING A RESTATED PLAN FOR THE PAYMENT OF SALARIES OF EMPLOYEES IN THE CLASSIFIED SERVICE OF THE CITY

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

Section 1. Ordinance No. 1089, Series of 1993, is hereby repealed.

Section 2. Pursuant to Section 2-2-3(d), subsections (2) and (3) of the Northglenn Municipal Code, the City Council hereby adopts the following provisions regarding the salaries of City employees:

A. Title. This ordinance shall be known and cited as the Northglenn Salary Ordinance.

B. Definitions. As used in the Northglenn Salary Ordinance the following definitions shall apply:

(1) "Classified Service" means that part of the municipal service consisting of employees appointed by the City Manager or City Clerk to regular positions, either full or part-time. The classified service does not include seasonal or temporary employees or independent contractors.

(2) "Classified employee" means an employee, full or part-time, in the classified service.

(3) "Classification Plan" means the plan adopted by the City Manager for classification of employees in the classified service.

(4) "Independent contractor" means and includes any person meeting the minimum legal criteria as an independent contractor furnishing or supplying services, information, goods or materials to the city pursuant to a contract, and any person rendering professional services on a fee basis.

(5) "Fringe benefits" means the benefits made available to employees in the classified service by reason of employment.

(6) "Part-time employee" means a person employed to work less than full-time in a position which is in the classified service.

(7) "Salary" means gross monetary compensation for services as an employee, without regard to the cost or value of any fringe benefits provided in addition thereto.

(8) "Salary Schedule" means the schedule of salary ranges prepared and updated at least every third year in accord with the provisions of this Northglenn Salary Ordinance and applicable changes in federal law.

(9) "Seasonal or temporary employee" means an employee appointed to a temporary position not in the classified service, whether or not the term of such temporary employment is established at the time of appointment.

C. Classification of employees in the classified service of the City.

(1) Positions in the classified service of the City shall be classified by the City Manager according to a classification plan which establishes a written job description for each general category of position sharing common fundamental duties and levels of responsibility.

(2) The salary schedule shall provide pay information regarding the City's pay ranges arranged in ascending order from the minimum to the maximum pay rate for each range assigned to the classification plan.

(3) Each classified employee shall be assigned a classification title within the classification plan.

D. Salaries of classified employees.

(1) Classified employees of the City of Northglenn shall be paid salaries established by the City Manager:

(a) Within the limitations of the city budget;

(b) Within ranges established by resolution of the City Council;

(c) Appropriate to the position classifications made pursuant to the provisions of section C of this Northglenn Salary Ordinance;

(2) The City Council may provide for a general salary increase for employees in the classified service of the City, by reason of increase in the cost of living or otherwise, in which case the salary increase attributable to one classification shall apply uniformly to the salary rates for all classified employees.

(3) Consistent with the provisions of subsection (1) of this Section D, the City Manager is authorized to give individual employees adjustments within a salary range.

E. Wage, salary and benefit surveys.

At least every other year, or when directed by the City Council, the City Manager shall cause to be made a survey of salaries paid and benefits provided by municipalities in the State of Colorado, or other governmental jurisdictions and shall cause the results of such survey to be reported to the City Council with a recommendation regarding how best to utilize the results of the survey.

F. Merit bonuses for classified employees.

Merit bonuses may be granted on the basis of individual or group (team) achievement or performance by the City Manager subject to available funding in budgeted personnel expenses.

G. Compensation of seasonal and temporary employees.

(1) The compensation of seasonal and temporary employees shall be established by the City Manager.

(2) Seasonal and temporary employees shall not be eligible for fringe benefits except as otherwise provided by the City Manager or applicable Federal law.

H. Fringe Benefits.

(1) Classified employees of the City shall be entitled to such fringe benefits in addition to salary as the City Council shall determine upon recommendation of the City Manager as provided by resolution of the City Council. Fringe benefits shall be based on the survey as required in Section E of this Northglenn Salary Ordinance.

(2) Except as otherwise provided by employment contract, the City Manager and the City Clerk shall be entitled to fringe benefits furnished or made available to classified employees.

(3) Fringe benefits for classified employees shall include but not be limited to: paid holidays, General Leave, worker's compensation, safety equipment and clothing, uniforms, city pensions and insurance plans, and such other benefits as may be made available in accord with the provisions of this Northglenn Salary Ordinance.

I. This Ordinance will take effect on January 1, 2009.

INTRODUCED, READ AND ORDERED POSTED this 14 day of August,
2008.

/s/

KATHLEEN M. NOVAK
Mayor

ATTEST:

/s/

JOHANNA SMALL, CMC
Acting City Clerk


PASSED ON SECOND AND FINAL READING this _____ day of _____,
2008.

KATHLEEN M. NOVAK
Mayor

ATTEST:

JOHANNA SMALL, CMC
Acting City Clerk

APPROVED AS TO FORM:



COREY T. HOFFMANN
City Attorney