

ADMINISTRATION MEMORANDUM
10 - 05

DATE: May 10, 2010
TO: Honorable Mayor Joyce Downing & City Council Members
FROM: William Simmons, City Manager *WAS*
SUBJECT: Action Item CR-167/Resolution 08-156

RECOMMENDATION:

In accordance with CR-167/Resolution 08-156 adopted on October 23, 2008, staff recommends the following exception to the hiring freeze.

City Manager's Office

Economic Development Manager: This full-time professional position will be responsible for directing, coordinating and administering the city's economic development program to attract, expand and retain quality businesses and employers providing a solid economic foundation within the City. Additionally, this position will provide complex administrative support to the City Manager, City Council and the Northglenn Urban Renewal Authority.

This is a new position and funds budgeted for the now vacant Economic Development Coordinator position and other salary savings will be used to fund this position. Other funding may also be available from NURA pending action at their Wednesday, May 12, 2010 meeting. The salary range is \$70,796 - \$94,477, grade 210. The annual salary and benefit cost for this position is approximately \$85,000

STAFF REFERENCE:

If Council members have any comments or questions, they may contact Bill Simmons at 303.450.8709 or wsimmons@northglenn.org