MANAGEMENT SERVICES MEMORANDUM
#11- 06

TO: Honorable Mayor Joyce Downing and City Council Members

FROM: William Simmons, City Manager
Paula Jensen, Director of Management Services

DATE: December 8, 2011

SUBJECT: 2012 Benefits, Resolution # CR - 120

Attached to this memorandum is a resolution repealing Resolution No. 11-106, Series of 2011 and approving the 2012 fringe benefits to be provided to classified employees of the City, pursuant to Section H, subsection (1) of Ordinance No. 1519, Series of 2008, the City of Northglenn Salary Ordinance.

Personal Leave was inadvertently omitted from the original list of fringe benefits.

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 pjensen@northglenn.org.

SPONSORED BY: MAYOR DOWNING

COUNCILMAN'S RESOLUTION RESOLUTION NO.

No. CR-120
Series of 2011 Series of 2011

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 January 1, 2012, 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 2012 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
2012 Rate Schedule attached

D. Paid Holidays

New Year's Day	*Labor Day*
Birthday of Martin Luther King Jr.	*Thanksgiving Day*
President's Day	*Day after Thanksgiving*
Memorial Day	*Christmas Day*
Independence Day	

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

Section 2. Resolution No. 11-106, Series of 2011, is hereby repealed.

DATED at Northglenn, Colorado, this ____ day of _____, 2011.

_____
JOYCE DOWNING
Mayor

ATTEST:

_____
JOHANNA SMALL, CMC
City Clerk

APPROVED AS TO FORM:

_____
COREY Y. HOFFMANN
City Attorney

GENERAL LEAVE ACCRUAL RATE SCHEDULE
January 2012

Category	Years of Service	Annual Accrual	Minimum Usage	Bi-Weekly Rate	Hourly Rate	Maximum Accrual
A ***Regular employees who observes holidays***	**1 - 5** **6 - 10** **11 – 15** **16+**	**160 hrs.** **176 hrs.** **200 hrs.** **240 hrs.**	**56 hrs.** **80 hrs.** **104 hrs.** **144 hrs.**	**6.153840** **6.769200** **7.692240** **9.230760**	**.076920** **.084610** **.096150** **.115380**	**40 days (320 hrs.)** **44 days (352 hrs.)** **50 days (400 hrs.)** **60 days (480 hrs.)**
C ***Rotating shift workers who charge holidays to general leave (includes MSWs in Solid Waste, Police Officers, NSOs, Recreation employees, Utility Plant Operators)***	**1 - 5** **6 - 10** **11 – 15** **16+**	**232 hrs.** **248 hrs.** **272 hrs.** **312 hrs.**	**120 hrs.** **144 hrs.** **168 hrs.** **208 hrs.**	**8.92308** **9.5384615** **10.461538** **12.000000**	**.11154** **.11923** **.13077** **.15000**	**58 days (464 hrs.)** **62 days (496 hrs.)** **68 days (544 hrs.)** **78 days (624 hrs.)**
D ***City Manager, Deputy City Manager, Department Heads, and City Clerk (Holidays are charged to General Leave)***	**1 - 5** **6 - 10** **11 – 15** **16+**	**232 hrs.** **248 hrs.** **272 hrs.** **312 hrs.**	**N/A**	**8.92308** **9.5384615** **10.461538** **12.000000**	**.11154** **.11923** **.13077** **.15000**	**58 days (464 hrs.)** **62 days (496 hrs.)** **68 days (544 hrs.)** **78 days (624 hrs.)**

H:\BENEFITS\GENERAL LEAVE ACCRUAL RATE SCHEDULE (Effective January 1, 2012)