



**MANAGEMENT SERVICES
MEMORANDUM #09-2017**

DATE: October 23, 2017
TO: Honorable Mayor Joyce Downing and City Council Members
FROM: James A. Hayes, AICP, City Manager 
Paula Jensen, Director of Management Services 
SUBJECT: CR-113, 2018 Department Head Salary Ranges

PURPOSE

Attached to this memorandum is a resolution to adopt the 2018 department head salary ranges, effective December 23, 2017, the beginning of the first pay period for 2018.

BACKGROUND

N/A

UPDATES/CHANGES

The 2018 department head salary ranges reflect salary range adjustments, capped at 2%, if warranted, based on the 2017 salary survey data.

- Chief of Police
\$124,832- \$166,588 (2% salary range adjustment)
- Director of Public Works
\$117,597 - \$156,934 (2% salary range adjustment)
- Director of Parks, Recreation & Cultural Services
\$117,597 - \$156,934 (2% salary range adjustment)
- Director of Planning & Development
\$115,280 - \$153,842 (2% salary range adjustment)
- Director of Finance,
\$116,433 - \$155,381 (2% salary range adjustment)
- Director of Technology
\$106,459 – \$142,069 (2% salary range adjustment)
- Director of Management Services
\$108,599 - \$144,926 (2% salary range adjustment)

BUDGET IMPLICATIONS

Incumbents in said positions will receive the same salary adjustment, effective December 23, 2017. The adjustment cost is approximately \$19,200.

TIME IMPLICATIONS

The salary range adjustments would be effective December 23, 2017, the beginning of the first pay period for 2018.

NEXT STEPS/CITY COUNCIL OPTIONS

Council may approve, deny or table the 2018 Department Head Salary Ranges for adoption.

STAFF RECOMMENDATION

Staff recommends approval of the 2018 Department Head Salary Ranges

STAFF REFERENCE

Please contact Paula Jensen, Director of Management Services at pjensen@northglenn.org with any further questions.

ATTACHMENTS

N/A

SPONSORED BY: MAYOR DOWNING

COUNCILMAN'S RESOLUTION

RESOLUTION NO.

No. CR-113
Series of 2017

Series of 2017

A RESOLUTION SETTING MINIMUM AND MAXIMUM SALARY RANGES FOR THE CITY OF NORTHGLENN DEPARTMENT HEADS

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

Section 1. Effective December 23, 2017, pursuant to Section 2-2-3(d)(2) of the City of Northglenn Municipal Code, the City Council hereby determines the minimum and maximum salary ranges to be paid to City of Northglenn Department Heads as referenced in Section 6.5 of City of Northglenn Home Rule Charter and Section 2-8-1(a) of the City of Northglenn Municipal Code to be:

(a) Chief of Police	\$124,832 – \$166,588
(b) Director of Public Works	\$117,597 – \$156,934
(c) Director of Parks, Recreation and Cultural Services	\$117,597 – \$156,934
(d) Director of Planning and Development	\$115,280 – \$153,842
(e) Director of Finance	\$116,433 – \$155,381
(f) Director of Technology	\$106,459 – \$142,069
(g) Director of Management Services	\$108,599 – \$144,926

DATED at Northglenn, Colorado, this ____ day of _____, 2017.

JOYCE DOWNING
Mayor

ATTEST:

JOHANNA SMALL, CMC
City Clerk

APPROVED AS TO FORM:

COREY Y. HOFFMANN
City Attorney