

## **BILL/ RESOLUTION REQUEST**

- 1. Title:** Approve classification notices of title changes for 1327, Staff Architectural Associate, and 1328, Operations Assistant.
- 2. Requesting Agency:** Career Service Authority
- 3. Contact Person *with actual knowledge of proposed ordinance***
  - Name:**Alena Martinez
  - Phone:**720-913-5726
  - Email:**alena.martinez@denvergov.org
- 4. Contact Person *with actual knowledge of proposed ordinance who will present the item at Mayor Council and who will be available for first and second reading, if necessary***
  - Name:**Bruce Backer
  - Phone:**720-913-5643
  - Email:**bruce.backer@denvergov.org
- 5. Describe the proposed ordinance, including what the proposed ordinance is intended to accomplish, who's involved**
  - a. Scope of Work**
    - 1.Classification Notice #1327 –Staff Architectural Associate is a title change from Staff Architect. It is recommended that the title of the Staff Architect class be changed to Staff Architectural Associate. The Colorado State Board of Registration for Architects does not allow anyone to be called an architect unless the person possesses a professional architect license. CSA contacted the Colorado State Board of Registration to obtain this information. The city is allowed to use architectural in a title but not the word architect to pertain to anyone who does not have a license. There is no budget impact.
    - 2.Classification Notice #1328 – Operations Assistant is a title change from Agency Support Technician. CSA has recently completed a study of the Agency Support Technician class. The class specification was revised and updated to reflect the duties performed by employees in the class. Additionally, the title of the class was changed to Operations Assistant. There is no budget impact.
  - b. Duration**
  - c. Location**
  - d. Affected Council District**
  - e. Benefits**

**f. Costs**

**6. Is there any controversy surrounding this ordinance, groups or individuals who may have concerns about it? Please explain.**

No.

**Bill Request Number: BR10-0749**

**Date: 8/19/2010**