

BY AUTHORITY

ORDINANCE NO. _____
SERIES OF 2017

COUNCIL BILL NO. CB17-0318
COMMITTEE OF REFERENCE:
Finance & Governance

A BILL

For an ordinance amending the classification and pay plan for employees in the Career Service and for certain employees not in the Career Service.

WHEREAS, pursuant to section 9.1.1 (C) and (D) of the Charter and Article I of Chapter 18, D.R.M.C., the Office of Human Resources has recommended to the City Council an amendment to the classification and pay plan governing the compensation of employees in the career service and certain employees not in the career service;

NOW, THEREFORE, BE IT ENACTED BY THE COUNCIL OF THE CITY AND COUNTY OF DENVER:

Section 1. That effective **beginning of the first work week following approval by the Mayor or by the City Council over the Mayor’s veto**, the classification and pay plan is hereby amended by adding the following classifications:

| <u>Classification Title</u> | <u>Proposed Pay Grade</u> |
|---|----------------------------------|
| ADA Coordinator | A-809 (\$55132-71671.5-88211) |
| Associate Human Resources Business Partner | A-807 (\$48244-62717-77190) |
| Associate Recruiter | A-807 (\$48244-62717-77190) |
| Benefits Analyst | A-807 (\$48244-62717-77190) |
| Benefits and Wellness Director | A-817 (\$94022-122228.5-150435) |
| Classification and Compensation Analyst | A-809 (\$55132-71671.5-88211) |
| Classification and Compensation Director | A-817 (\$94022-122228.5-150435) |
| Deputy Director of the Office of Human Resources | A-820 (\$114859-149316.5-183774) |
| Employee Relations Specialist | A-812 (\$67350-87555-107760) |
| Equal Employment Opportunity Administrator | A-813 (\$71997-93596-115195) |
| Executive Director of the Office of Human Resources | A-823 (\$140313-182407-224501) |
| Human Resources Business Partner | A-809 (\$55132-71671.5-88211) |
| Human Resources Data Analyst | A-809 (\$55132-71671.5-88211) |
| Human Resources Director | A-816 (\$87953-114339-140725) |
| Human Resources Service Center Supervisor | A-808 (\$51573-67045-82517) |
| Human Resources Technology and Innovation Director | A-817 (\$94022-122228.5-150435) |
| Online Designer | A-810 (\$58936-76617-94298) |
| Lead Human Resources Technician | A-616 (\$20.75-25.53-30.30) |
| Learning and Development Administrator | A-811 (\$63003-81904-100805) |
| Learning and Development Analyst | A-807 (\$48244-62717-77190) |
| Learning and Development Director | A-817 (\$94022-122228.5-150435) |
| Leave Administration Coordinator | A-807 (\$48244-62717-77190) |
| Leave and ADA Manager | A-813 (\$71997-93596-115195) |
| Onboarding Supervisor | A-812 (\$67350-87555-107760) |
| Organizational Development Specialist | A-812 (\$67350-87555-107760) |

| | | |
|----|--|---------------------------------|
| 1 | Recruiter | A-809 (\$55132-71671.5-88211) |
| 2 | Recruiting Manager | A-814 (\$76965-100054.5-123144) |
| 3 | Senior Benefits Analyst | A-809 (\$55132-71671.5-88211) |
| 4 | Senior Classification and Compensation Analyst | A-811 (\$63003-81904-100805) |
| 5 | Senior Human Resources Business Partner | A-811 (\$63003-81904-100805) |
| 6 | Senior Human Resources Data Analyst | A-811 (\$63003-81904-100805) |
| 7 | Senior Online Designer | A-812 (\$67350-87555-107760) |
| 8 | Senior Learning and Development Analyst | A-809 (\$55132-71671.5-88211) |
| 9 | Senior Recruiter | A-811 (\$63003-81904-100805) |
| 10 | Talent & Development Manager | A-814 (\$76965-100054.5-123144) |
| 11 | Talent Acquisition Director | A-817 (\$94022-122228.5-150435) |
| 12 | Wellness Program Coordinator | A-807 (\$48244-62717-77190) |

13
14 **Section 2.** That effective **beginning of the first work week following approval by**
15 **the Mayor or by the City Council over the Mayor’s veto**, the classification and pay plan is
16 hereby amended by changing the title and pay grade of the following classifications:

| | | |
|----|---|--|
| 17 | <u>Current Classification Title</u> | <u>Proposed Classification Title</u> |
| 18 | Human Resources Support Technician | Human Resources Technician I |
| 19 | | |
| 20 | <u>Current Pay Grade & Range</u> | <u>Proposed Pay Grade & Range</u> |
| 21 | A-614 (\$18.99-23.35-27.72) | A-613 (\$18.16-22.34-26.52) |

22 **Section 3.** That effective **beginning of the first work week following approval by**
23 **the Mayor or by the City Council over the Mayor’s veto**, the classification and pay plan is
24 hereby amended by changing the title of the following classifications:

| | | |
|----|--|------------------------------------|
| 25 | <u>Current Classification Title</u> | <u>Proposed Class Title</u> |
| 26 | Human Resources Technician | Human Resources Technician II |
| 27 | Leave Administration Specialist | Leave Technician |

28 **Section 4.** That effective **beginning of the first work week following approval by**
29 **the Mayor or by the City Council over the Mayor’s veto**, the classification and pay plan is
30 hereby amended by abolishing the following classifications:

- 31 **Classification Title**
32 Agency Human Resources Director
33 Associate Human Resources Professional
34 Associate Human Resources Professional - Hourly
35 Executive Director of Human Resources
36 Executive Director of Human Resources - Hourly
37 Human Resources Specialist
38 Human Resources Technician Supervisor
39 Senior Human Resources Professional
40 Senior Human Resources Professional - Hourly
41 Staff Human Resources Professional

42 **Section 5.** That the foregoing amendments shall be reflected in the full classification and
43 pay plan kept and maintained in the office of the Clerk and Recorder, as reflected at Clerk Filing
44 No. 17-0318-N, and at the Office of Human Resources, and shall be available for public inspection
45 both in person and on-line.

1 COMMITTEE APPROVAL DATE: March 17, 2017

2 MAYOR-COUNCIL DATE: March 21, 2017

3 PASSED BY THE COUNCIL _____.

4 _____ - PRESIDENT

5 APPROVED: _____ - MAYOR _____

6 ATTEST: _____ - CLERK AND RECORDER,
7 EX-OFFICIO CLERK OF THE
8 CITY AND COUNTY OF DENVER
9

10 NOTICE PUBLISHED IN THE DAILY JOURNAL _____ ; _____

11

12 PREPARED BY: Susan Keller, Office of Human Resources DATE: March 17, 2017

13 Pursuant to section 13-12, D.R.M.C., this proposed ordinance has been reviewed by the office of
14 the City Attorney. We find no irregularity as to form, and have no legal objection to the proposed
15 ordinance. The proposed ordinance **is not** submitted to the City Council for approval pursuant to §
16 3.2.6 of the Charter.

17 Kristin M. Bronson, City Attorney for the City and County of Denver

18 BY: _____, Assistant City Attorney DATE: _____