



Legislation Text

File #: 18-1500, Version: 1

OHR/CSA Request Template

Date Submitted: 12-11-18

Requesting Agency: Human Resources
Division:

Subject Matter Expert Name:

Name: Alena Duran

Email: alena.duran@denvergov.org

Item Title & Description:

(Do not delete the following instructions)

*These appear on the Council meeting agenda. Initially, the requesting agency will enter a 2-3 sentence description. Upon bill filling, the City Attorney's Office should enter the title above the description (the title should be in **bold** font).*

*Both the title and description must be entered between the red "title" and "body" below. Do **not** at any time delete the red "title" or "body" markers from this template.*

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.

Amends the classification and pay plan by revising the Community Rate Salary Schedule and Training and Intern Salary Schedule to coincide and comply with the State increase in minimum wage for 2019 from \$10.20 per hour to \$11.10 per hour, abolishing certain pay grades and adjusting the pay grade for certain classifications. The Committee approved filing this resolution by consent on 12-25-18.

Affected Council District(s) or citywide? Citywide

Executive Summary with Rationale and Impact:

Detailed description of the item and why we are doing it. This can be a separate attachment.

The proposed change amends the Classification and Pay Plan by revising the Community Rate and Training & Intern pay schedules to coincide with the state increase in minimum wage. The proposed change also abolishes certain pay grades and adjusts the pay grade for certain classifications.

The State of Colorado approved an increase of the state's minimum wage for 2019 from \$10.20

per hour to \$11.10 per hour. This is a part of Amendment 70 that was adopted on January 1, 2017 which approved subsequent increases of \$0.90 per hour increments annually until minimum wage reaches \$12.00 on January 1, 2020.

REVISED PAY SCHEDULES

Training & Intern Schedule

	Pay Grade	Rate
Current	A-403	\$10.20
Proposed	A-403	\$11.10

Community Rate Schedule

	Pay Grade	Range Minimum	2nd Quartile Minimum	Range Midpoint	4th Quartile Minimum	Range Maximum
Current	Z-114	\$10.20	\$11.14	\$12.09	\$13.03	\$13.97
Proposed	Z-114	\$11.10	\$12.13	\$13.15	\$14.18	\$15.20

ABOLISHED PAY GRADES & ASSOCIATED RANGES

Pay Grade	Range Minimum	2nd Quartile Minimum	Range Midpoint	4th Quartile Minimum	Range Maximum
A-600	\$10.80	\$12.04	\$13.29	\$14.53	\$15.77
C-402	\$10.20	\$10.20	\$10.20	\$10.20	\$10.20
C-600	\$10.33	\$11.52	\$12.71	\$13.89	\$15.08
C-601	\$10.80	\$12.04	\$13.29	\$14.53	\$15.77
E-602	\$10.47	\$11.68	\$12.88	\$14.09	\$15.29
E-603	\$10.95	\$12.21	\$13.47	\$14.73	\$15.99
I-600	\$10.52	\$11.73	\$12.94	\$14.15	\$15.36
I-601	\$11.00	\$12.27	\$13.53	\$14.80	\$16.06
J-403	\$10.20	\$10.20	\$10.20	\$10.20	\$10.20

ABOLISHED PAY GRADES & ASSOCIATED RANGES (continued)

Pay Grade	Range Min	2nd Quartile Minimum	Range Mid	4th Quartile Minimum	Range Max
J-601	\$10.30	\$11.49	\$12.67	\$13.86	\$15.04
J-602	\$10.77	\$12.01	\$13.25	\$14.48	\$15.71
L-600	\$10.53	\$11.74	\$12.95	\$14.16	\$15.37
L-601	\$11.01	\$12.28	\$13.54	\$14.81	\$16.07
N-601	\$10.37	\$11.56	\$12.76	\$13.95	\$15.14
N-602	\$10.84	\$12.09	\$13.34	\$14.58	\$15.81

V-600	\$10.36	\$11.55	\$12.75	\$13.94	\$15.1
V-601	\$10.83	\$12.08	\$13.32	\$14.57	\$15.8
Z-113	\$10.20	\$11.14	\$12.09	\$13.03	\$13.9

PAY RATE OR PAY RANGE CHANGE

Class Code	Classification Title	Current Pay Grade & Range	Proposed Pay Grade & Range
TA1585	Mayor's Youth Worker	A-403 (\$10.20)	A-403 (\$11.10)
CJ2525	Food Service Worker	J-602 (\$10.77-\$13.25-\$15.72)	J-603 (\$11.26-\$13.85-\$16.44)
RG2944	Golf Sales Associate	Z-114 (\$10.79-\$12.79-\$14.78)	Z-116 (\$12.41-\$14.71-\$17.00)
CG2378	Golf Starter/Ranger	Z-113 (\$10.20-\$12.09-\$13.97)	Z-114 (\$11.10-\$13.15-\$15.20)
CG2943	Golf Cart Attendant	Z-113 (\$10.20-\$12.09-\$13.97)	Z-114 (\$11.10-\$13.15-\$15.20)
CC2526	Golf Pro Shop Assistant	C-603 (\$11.80-\$14.52-\$17.23)	C-605 (\$12.90-\$15.87-\$18.83)
CG2113	Park Seasonal Laborer	Z-113 (\$10.20-\$12.09-\$13.97)	Z-114 (\$11.10-\$13.15-\$15.20)
RG2909	Recreation Assistant	Z-113 (\$10.20-\$12.09-\$13.97)	Z-114 (\$11.10-\$13.15-\$15.20)
RG2401	Lifeguard	Z-113 (\$10.20-\$12.09-\$13.97)	Z-114 (\$11.10-\$13.15-\$15.20)
RG2347	Usher	Z-113 (\$10.20-\$12.09-\$13.97)	Z-114 (\$11.10-\$13.15-\$15.20)

The proposed effective date is January 1, 2019 to align with the state's approved increase to minimum wage.

Public Hearing: Yes No in accordance with Career Service Rule 7-21

Public Notice of Changes

The scheduled time for the public hearing is **Thursday, December 6, 2018 at 9:00 AM** in the OHR Board Room, Room 4.G.2, Webb Municipal Building, 201 West Colfax Avenue.

Please submit any questions or comments on this proposal in writing to compensation@denvergov.org <<mailto:compensation@denvergov.org>> by 8:00 AM on **Thursday, November 29, 2018**. Please include a contact name and phone number so that we may respond directly.

If anyone wishes to be heard by the Board on this item, please call George Branchaud george.branchaud@denvergov.org <<mailto:george.branchaud@denvergov.org>> at (720) 913-5650 no later than noon on **Tuesday, December 4, 2018**.

CLASSIFICATION STUDY REPORT: 2019 Minimum Wage Increase

Public Hearing: Yes No in accordance with [Career Service Rule 7-21](http://www.denvergov.org/content/dam/denvergov/Portals/672/documents/CSARuleRevisions/RULE7.pdf)
[<http://www.denvergov.org/content/dam/denvergov/Portals/672/documents/CSARuleRevisions/RULE7.pdf>](http://www.denvergov.org/content/dam/denvergov/Portals/672/documents/CSARuleRevisions/RULE7.pdf)

Analyst Name: Alena Duran

Impacted Department(s): DPR, Arts & Venues, Safety and Denver Health

Date: November 9, 2018

REVISED PAY SCHEDULES**Training & Intern Schedule**

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Synopsis: The State of Colorado approved an increase of the state's minimum wage for 2019 from \$10.20 per hour to \$11.10 per hour. This is a part of Amendment 70 that was adopted on January 1, 2017 which approved subsequent increases of \$0.90 per hour increments annually until minimum wage reaches \$12.00 on January 1, 2020.

Pay Rationale: A review of the current pay ranges was done to comply with the minimum wage increase.

It was found that one classification and pay grade in the Training & Intern Schedule was below the \$11.10 per hour. As a result, we are changing the pay rate of Mayor's Youth Worker to \$11.10 per hour.

It is recommended to abolish multiple pay grades where the minimum of the pay range is below the minimum wage and there are no classifications associated with the pay ranges. We are adjusting the pay range of pay grade Z-114 to reflect the minimum wage increase. It is also recommended to abolish Z-113 because the minimum pay rate falls below the new minimum

wage rate. Current classifications tied to Z-113 will move to pay grade Z-114. The Food Service Worker classification will move from J-602 to J-603 because the current range minimum is below the new minimum wage. To maintain internal equity, OHR is proposing to move Golf Sales Associate from Z-114 to pay grade Z-116 because it should remain higher than the Golf Starter/Ranger and Golf Cart Attendant because the duties and responsibilities are higher level, and this will maintain the current internal equity. It is also recommended to move Golf Pro Shop Assistant from C-603 to C-605. This classification performs lead work duties over the Golf Sales Associate and it will be placed in pay grade C-605 to maintain the current internal equity and percent difference between the classes.

Employee Impact: These pay range changes will affect a total of 1036 employees indicated as being active in Workday as of 10/24/2018. All impacted employees are on-call employees. Of the 1036 employees, there are 861 employees who will receive an increase to the range minimum of the assigned pay range. All other employees' salaries fall within the assigned pay range.

Below is a list of affected departments, classification titles and employee count in each classification.

Affected Dept/Agency	Classification Title	Employee Count
Parks and Recreation	Golf Sales Associate	47
Parks and Recreation	Golf Starter/Ranger	35
Parks and Recreation	Golf Cart Attendant	27
Parks and Recreation	Golf Pro Shop Assistant	5
Parks and Recreation	Park Seasonal Laborer	113
Parks and Recreation	Recreation Assistant	287
Parks and Recreation	Lifeguard	430
Department of Safety	Mayor's Youth Worker	11
Denver Health Medical Center	Food Service Worker	1
Denver Arts and Venues	Usher	80

Budget Impact: Based on the actual hours worked (YTD) for the 882 employees, it is estimated that it would cost an additional \$158,807.08 annually affecting four agencies; however, we know the actual cost will vary since they are all on-call employees whose schedule can fluctuate throughout the year based on department needs and work availability. The total estimated budget impact in 2018 was \$203,038.08.

Below is the estimated cost broken down by agency:

Affected Dept/Agency/Fund	Cost by Actual Hours
Denver Arts and Venues	\$5,533.77
Parks and Recreation	\$123,200.31
Golf Enterprise	\$44,397.87
Safety	\$1,986.75

Grand Total	\$175,118.05
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Proposed Effective Date: The proposed effective date is January 1, 2019 to align with the state's approved increase to minimum wage.

Type (choose one: Classification; Pay; Benefits; Rule Change; Other):

Fiscal Impact:

Contract Amount (if applicable):

Draft Bill Attached?