

POSTING IS REQUIRED

Classification Notice No. 1392

To: Agency Heads and Employees
From: Nita Henry, Executive Director
Date: August 15, 2013
Subject: Proposed Change to the Classification and Pay Plan

The proposed change amends the Classification and Pay Plan by changing the pay grade associated with the following classifications: Associate Development Project Coordinator, Associate City Planner, Associate City Planner Hourly, Senior Development Project Coordinator, Senior City Planner, Senior City Planner Hourly, Principal City Planner, and Development and Planning Supervisor.

In the 2012 Annual Pay Survey, the Plan Review Technician classes were moved up four pay grades based on market data. This created compression issues based on established pay relationships to other classes in the Engineering and Science Occupational Group. For example, the Associate and Senior Plans Review Technician classes are now at a higher pay range than the City's professional planner and project coordinator classes. The Office of Human Resources (OHR) would like to rectify the pay relationships within the Engineering and Science Occupational Group by recommending new pay grades for the professional planner and project coordinator classes.

REVISED PAY GRADE CHANGES

<u>Job Code</u>	<u>Classification Title</u>	<u>Present Pay Grade</u>	<u>Proposed Pay Grade</u>
CE2160	Associate Development Project Coordinator	808-E (\$46,459-\$74,334)	810-E (\$53,092-\$84,947)
CE0371	Associate City Planner	809-E (\$49,665-\$79,464)	811-E (\$56,755-\$90,808)
CE2836	Associate City Planner – Hourly	809-E (\$49,665-\$79,464)	811-E (\$56,755-\$90,808)
CE2161	Senior Development Project Coordinator	810-E (\$53,092-\$84,947)	812-E (\$60,671-\$97,074)
CE0429	Senior City Planner	811-E (\$56,755-\$90,808)	813-E (\$64,857-\$103,771)
CE2636	Senior City Planner – Hourly	811-E (\$56,755-\$90,808)	813-E (\$64,857-\$103,771)
CE2159	Principal City Planner	813-E (\$64,857-\$103,771)	815-E (\$74,116-\$118,586)
CE1566	Development and Planning Supervisor	813-E (\$64,857-\$103,771)	815-E (\$74,116-\$118,586)

Per Career Service Rule 7-37 A – “If it is determined, as a result of an audit or maintenance study, that changes to the classification and pay plan are necessary, the effective date of any resulting changes to the classification and pay plan shall be the beginning of the first work week following approval by the Mayor or by the City Council over the Mayor’s veto.”

The Career Service Executive Personnel Director shall provide those appointing authorities who are affected with a draft of proposed changes in the plan, and notice shall be posted on appropriate bulletin boards at least thirteen calendar days from the date of this notice.

Public Notice of Changes:

The scheduled time for the public hearing is **Thursday August 15, 2013 9:00 a.m.** in the OHR Board Room, Room 4.G.2, Webb Municipal Building, 201 West Colfax Avenue.

Note: Please submit any questions or comments on this proposal in writing to Heather Britton heather.britton@denvergov.org, Office of Human Resources, in care of Seth Duhon-Thornton seth.duhon-thornton@denvergov.org by 8:00 a.m. on **Wednesday, August 14, 2013**. 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 Frances Trujillo frances.trujillo@denvergov.org at (720) 913-5168 no later than noon on **Tuesday August 13, 2013**.