

POSTING IS REQUIRED

Classification Notice No. 1524

To: Agency Heads and Employees
From: Karen Niparko, Executive Director of Human Resources
Date: June 24, 2016
Subject: Proposed Change to the Classification and Pay Plan

The proposed change amends the Classification and Pay Plan by changing the title and pay grade of City Council Aide II, 805-A to City Council Aide, pay grade 807-A. OHR is also changing the title of City Council Aide III to Senior City Council Aide. We are also abolishing City Council Aide I and City Council Aide I – Hourly.

This study is the result of a request by the Denver City Council members to review the pay and classifications of the City Council Aide I, II, and III classifications. After a review of the market data, it is proposed to abolish the City Council Aide I, change the title of City Council Aide II to City Council Aide and change the pay grade from 805-A to 807-A, and to change the title of the City Council Aide III to Senior City Council Aide. This study is the result of a request by the Denver City Council members to review the pay and classifications of the City Council Aide I, II, and III classifications. After a review of the market data, it is proposed to abolish the City Council Aide I, change the title of City Council Aide II to City Council Aide and change the pay grade from 805-A to 807-A, and to change the title of the City Council Aide III to Senior City Council Aide.

REVISED CLASS SPECIFICATION INCLUDING TITLE & PAY GRADE CHANGE

Current Classification Title:

City Council Aide II

Proposed Classification Title

City Council Aide

Present Pay Grade & Range:

805-A: \$42,217 – \$54,882 – \$67,547

Proposed Pay Grade & Range:

807-A \$48,244 – \$62,717 – \$77,190

REVISED CLASS SPECIFICATION INCLUDING TITLE CHANGE

Current Classification Title:

City Council Aide III

Proposed Classification Title

Senior City Council Aide

Pay Grade & Range

810-A \$58,936 - \$76,617 - \$94,298

ABOLISHMENT

Current Classification Title:

City Council Aide I
City Council Aide I - Hourly

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 July 7, 2016 at 5:00 p.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 Nicole de Gio-Keane Nicole.deGioia-Keane@denvergov.org Office of Human Resources, in care of Alena Duran alena.duran@denvergov.org by 8:00 a.m. on **Thursday, July 7, 2016**. 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 Alisha Gronniger alisha.gronniger@denvergov.org at (720) 913-5650 no later than noon on **Tuesday, July 5, 2016**.