



POSTING IS REQUIRED

Classification Notice No. 1649

To: Agency Heads and Employees
From: Karen Niparko, Executive Director of the Office of Human Resources
Date: May 08, 2020
Subject: Proposed Changes to the Classification and Pay Plan

The proposed changes amend the Classification and Pay Plan. Based upon an analysis it is recommended that changes be made to the Classification and Pay Plan which includes pay range adjustments, pay grade abolishments, and changes to employee pay rates to be effective on July 1, 2020.

In 2019, the Mayor’s Office and City Council established minimum wage policies affecting all employers and employees in the City and County of Denver. The Office of Human Resources (OHR) supports the Mayor’s Office in the application of changes to the classification and pay plan. The minimum hourly wage rates were approved under the following schedule: the current rate of \$13.00 implemented on July 1, 2019, and the future rates of \$14.00 on July 1, 2020, \$14.77 on January 1, 2021, \$15.00 on July 1, 2021 and \$15.87 on January 1, 2022. Based upon an analysis it is recommended that changes be made to the classification and pay plan which includes pay range adjustments, abolishment of certain ranges, and pay grade changes and changes to employee pay rates to be no less than \$14.00, effective on July 1, 2020.

CLASSIFICATION PAY GRADE CHANGES

Job Code	Class Title	Current Grade	Current Range	Proposed Grade	Proposed Range
AC1520	Administrative Support Assistant I	C-606	(\$13.91-17.11-20.31)	C-606	(\$14.00-17.22-20.44)
BC1518	Administrative Support Assistant I	C-606	(\$13.91-17.11-20.31)	C-606	(\$14.00-17.22-20.44)
CC1480	Administrative Support Assistant I	C-606	(\$13.91-17.11-20.31)	C-606	(\$14.00-17.22-20.44)
LC1482	Administrative Support Assistant I	C-606	(\$13.91-17.11-20.31)	C-606	(\$14.00-17.22-20.44)
MC2429	Administrative Support Assistant I	C-606	(\$13.91-17.11-20.31)	C-606	(\$14.00-17.22-20.44)
VC1521	Administrative Support Assistant I	C-606	(\$13.91-17.11-20.31)	C-606	(\$14.00-17.22-20.44)
YC1478	Administrative Support Assistant I	C-606	(\$13.91-17.11-20.31)	C-606	(\$14.00-17.22-20.44)
CJ1877	Custodian	J-606	(\$13.00-15.99-18.98)	J-607	(\$14.00-17.22-20.44)
LJ1878	Custodian	J-606	(\$13.00-15.99-18.98)	J-607	(\$14.00-17.22-20.44)
CJ2977	Custodian Lead	J-607	(\$13.56-16.68-19.80)	J-608	(\$14.18-17.44-20.70)
LJ1946	Custodian Lead	J-607	(\$13.56-16.68-19.80)	J-608	(\$14.18-17.44-20.70)
CJ2525	Food Service Worker	J-606	(\$13.00-15.99-18.98)	J-607	(\$14.00-17.22-20.44)
CG2943	Golf Cart Attendant	Z-116	(\$13.00-15.41-17.81)	Z-117	(\$14.00-16.59-19.18)
CG2378	Golf Starter and Ranger	Z-116	(\$13.00-15.41-17.81)	Z-117	(\$14.00-16.59-19.18)
CJ2545	Laundry Supervisor	J-608	(\$14.18-17.44-20.70)	J-609	(\$14.83-18.24-21.65)
CJ2546	Laundry Worker	J-606	(\$13.00-15.99-18.98)	J-607	(\$14.00-17.22-20.44)
RG3067	Lead Usher	Z-120	(\$16.41-19.45-22.48)	Z-121	(\$17.60-20.86-24.11)
LG2888	Library Aide	Z-116	(\$13.00-15.41-17.81)	Z-117	(\$14.00-16.59-19.18)
RG2401	Lifeguard	Z-116	(\$13.00-15.41-17.81)	Z-117	(\$14.00-16.59-19.18)

Office of Human Resources
 201 W. Colfax Ave. Dept. 412 | Denver, CO 80202
 p: 720.913.5751 | f: 720.913.5720
www.denvergov.org/humanresources



CG2113	Park Seasonal Laborer	Z-116	(\$13.00-15.41-17.81)	Z-117	(\$14.00-16.59-19.18)
TB0017	Public Safety Cadet	B-403	(\$13.00)	B-403	(\$14.00)
RG2909	Recreation Assistant	Z-116	(\$13.00-15.41-17.81)	Z-117	(\$14.00-16.59-19.18)
RG3066	Senior Usher	Z-118	(\$14.27-16.91-19.55)	Z-119	(\$15.30-18.13-20.96)
RG2347	Usher	Z-116	(\$13.00-15.41-17.81)	Z-117	(\$14.00-16.59-19.18)
TA1585	Youth Assistant	A-403	(\$13.00)	A-403	(\$14.00)
CA3142	Youth Operative Associate	A-604	(\$13.00-15.99-18.98)	A-605	(\$14.00-17.22-20.44)

CURRENT PAY GRADES AND RANGES

Compensation Grade	Pay Range Minimum	Q2 Minimum	Q3 Minimum/ Range Midpoint	Q4 Minimum	Pay Range Maximum
A-403	\$13.00	\$13.00	\$13.00	\$13.00	\$13.00
A-605	\$13.49	\$15.04	\$16.60	\$18.15	\$19.70
B-403	\$13.00	\$13.00	\$13.00	\$13.00	\$13.00
C-606	\$13.91	\$15.51	\$17.11	\$18.71	\$20.31
J-607	\$13.56	\$15.12	\$16.68	\$18.24	\$19.80
Z-117	\$13.31	\$14.54	\$15.77	\$17.00	\$18.23

PROPOSED PAY GRADES AND RANGES

Compensation Grade	Pay Range Minimum	Q2 Minimum	Q3 Minimum/ Range Midpoint	Q4 Minimum	Pay Range Maximum
A-403	\$14.00	\$14.00	\$14.00	\$14.00	\$14.00
A-605	\$14.00	\$15.61	\$17.22	\$18.83	\$20.44
B-403	\$14.00	\$14.00	\$14.00	\$14.00	\$14.00
C-606	\$14.00	\$15.61	\$17.22	\$18.83	\$20.44
J-607	\$14.00	\$15.61	\$17.22	\$18.83	\$20.44
Z-117	\$14.00	\$15.30	\$16.59	\$17.89	\$19.18

ABOLISHED PAY GRADES AND RANGES

Compensation Grade	Pay Range Minimum	Pay Range Maximum
A-405	\$15.19	\$15.19
A-604	\$13.00	\$18.98
C-605	\$13.30	\$19.42
E-607	\$13.22	\$19.30
E-608	\$13.82	\$20.18
I-605	\$13.14	\$19.18
I-606	\$13.74	\$20.06
J-410	\$16.91	\$16.91
J-606	\$13.00	\$18.98
L-605	\$13.47	\$19.67
N-607	\$13.54	\$19.77



Compensation Grade	Pay Range Minimum	Pay Range Maximum
O-407	\$19.81	\$19.81
O-410	\$91,769.60	\$91,769.60
O-604	\$13.63	\$19.90
V-606	\$13.53	\$19.75
Z-116	\$13.00	\$17.81

Per Career Service Rule 7-37 A – “If it is determined that changes to the Classification & Pay Plan are necessary, the effective date of any resulting changes to the Classification & 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. Provisional classifications resulting from changes to the Classification & Pay Plan may be used upon approval by the OHR Executive Director or Board but use for longer than six months is contingent upon City Council approval.”

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, May 21, 2020 at 9:00 AM.** The public hearing starts at 9:00 AM and will be conducted through a provided conference call number and available digital link through public notice of the agenda, released no later than two days prior to the scheduled meeting.

Please submit any questions or comments on this proposal in writing to compensation@denvergov.org by 8:00 AM on **Thursday, May 21, 2020.** 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 at (720) 913-5650 no later than noon on **Tuesday, May 19, 2020.**