

Ordinance No. 1-2023

**AN ORDINANCE AMENDING THE ESTABLISHED PAY PLAN FOR CITY
OFFICERS AND EMPLOYEES**

WHEREAS, pursuant to Article III, Section 11 of the Charter of the City of Alamosa, and as referred to in Section 15-2 of the Code of Ordinances of the City of Alamosa, Council has adopted, by ordinance, the pay plan for City officers and employees. This plan establishes the pay range for all City job classifications. While Council reserves the right to amend this ordinance, the ordinance directs the City Manager to fix salaries within these ranges. Without formal Council approval the City Manager does not have the authority to pay someone outside the established pay range; and

WHEREAS, this ordinance will address some housekeeping items for the pay plan as well as the addition of a new full-time Construction Project Manager position; and

WHEREAS, we recently became aware that the Recreation Specialist was accidentally placed outside of the paygrades when the Salary Market Study was complete; and

WHEREAS, the proper placement is pay grade E and this ordinance would place it as such; and

WHEREAS, after reviewing the structure of the utility division staff discovered errors in the starting pay for the Utilities Equipment Operator (pay grade E) and Utilities Operator/Crew Leader (pay grade G) not aligning with requirements for the position; and

WHEREAS, the Utilities Equipment Operator (pay grade E) and Water/Wastewater Technician II (pay grade G) have the same requirements for certifications and the Utilities Operator/Crew Leader (pay grade G) and Water/Wastewater Technician III (pay grade I) have the same requirements for certifications; and

WHEREAS, it is staff's recommendation that Utilities Equipment Operator position be corrected from pay grade E to G and the Utilities Operator/Crew Leader position be corrected from pay grade G to I; and

WHEREAS, this amendment will address adding a full-time Construction Project Manager to pay grade K with a starting pay of \$58,385.60; and

WHEREAS, the significant growth in capital improvement projects combined with successful grant projects has created a workload that current staff cannot handle and future projects are not attainable without this FTE, thus limiting the opportunities for the community;

WHEREAS, the position will be funded 80% from the Enterprise Fund and 20% from

the General Fund.

NOW THEREFORE BE IT HEREBY ORDAINED by the City Council of Alamosa, Colorado as follows:

Section 1.

The current pay plan established for City officers and employees by Ordinance No. 1-2023 is hereby revoked and replaced in its entirety with the following:

Pay Plan for City Officers and Employees

The Salaries and Compensation of the Officers and Employees of the City hereinafter named shall be the respective sums or within the ranges appearing after the names of their offices:

1. Pay Plan for Elected Officials

	Salary Range	
	Low	High
Mayor*	\$7,200	\$7,200
Council*	\$4,800	\$4,800

**Annual salaries set by City Charter*

2. Pay Grades by Job

2023 CITY OF ALAMOSA SALARY SCHEDULE					
PG	Title	Department	SALARY RANGE		
			Minimum	Market	Maximum
B			\$ 13.92	\$ 16.01	\$ 17.40
			\$ 28,959.84	\$ 33,300.80	\$ 36,192.00
	Customer Service Assistant	Library			
	Customer Service Assistant	Parks and Rec			
C			\$ 14.62	\$ 16.81	\$ 19.00
			\$ 30,407.83	\$ 34,964.80	\$ 39,520.00
	Custodian	Facilities			
	Library Technician	Library			
D			\$ 16.08	\$ 18.49	\$ 20.91
			\$ 33,448.62	\$ 38,459.20	\$ 43,492.80
	Maintenance Worker	Facilities			
	Maintenance Worker	P&R - Community Rec			

	Administrative Assistant	Public Works - Admin			
	Maintenance Worker	Public Works - Sanitation			
	Seasonal Maintenance Worker	Public Works - Streets			
E			\$ 17.69	\$ 20.34	\$ 23.00
			\$ 36,795.20	\$ 42,307.20	\$ 47,840.00
	Accounting Clerk	Finance			
	Records Clerk	Police			
	Mechanic	Public Works - Fleet			
	Equipment Operator	Public Works - Sanitation/Recycle			
	W/WW Technician I	Public Works - Utility			
	Recreation Specialist	Recreation			
F			\$ 19.46	\$ 22.38	\$ 27.24
			\$ 40,476.80	\$ 46,550.40	\$ 56,659.20
	Maintenance Technician	Golf			
	Assistant Golf Pro	Golf			
	Associate Librarian	Library			
	Maintenance Technician	Parks and Recreation			
	Community Service Officer	Police			
	Recycling Coordinator	Public Works - Sanitation/Recycle			
	Office Coordinator	Public Works-Admin			
	Case Manager	Police			
	Maintenance Worker I	Public Works - Streets			
G			\$ 21.41	\$ 24.62	\$ 29.97
			\$ 44,532.80	\$ 51,209.60	\$ 62,337.60
	Public Relations & Project Specialist	City Manager			
	Executive and Legal Assistant	City Mgr./Legal			
	Deputy City Clerk/Courts	City Clerk/Municipal Court			
	Maintenance Technician/Crew Leader	P&R - Community Rec			
	Maintenance Worker/Crew Leader	Facilities			
	Office Supervisor	P&R - Community Rec			
	Office Coordinator/Evidence Custodian	Police			
	Mechanic II	Public Works - Fleet			

	W/WW Technician II	Public Works - Utility			
	Planning Technician	Development Services			
	Utilities Operator	Public Works - Utility			
	Police Apprentice	Police			
H			\$ 22.91	\$ 26.35	\$ 32.07
			\$ 47,652.80	\$ 54,808.00	\$ 66,705.60
	IT Technician	IT			
	Recreation Program Supervisor	P&R - Community Rec			
	Outdoor Recreation Supervisor & Grants Coordinator	P&R - Community Rec			
	Equipment Operator	Public Works - Streets			
I			\$ 24.51	\$ 28.19	\$ 34.31
			\$ 50,980.80	\$ 58,635.20	\$ 71,373.12
	Accountant	Finance			
	Police Officer	Police			
	Sanitation Supervisor	Public Works - Sanitation/Recycle			
	W/WW Technician III	Public Works - Utility			
	Utilities Operator/Crew Leader	Public Works - Utility			
	Equipment Operator/Crew Leader	Public Works - Streets			
J			\$ 26.23	\$ 30.16	\$ 36.72
			\$ 54,558.40	\$ 62,732.80	\$ 76,381.76
	Facilities Maintenance Manager	Facilities			
	Golf Course Superintendent	Golf			
	Police Corporal	Police			
	Parks Maintenance Supervisor	Parks and Recreation			
	Utility Supervisor	Public Works - Utility			
	Investigator	Police			
K			\$ 28.07	\$ 32.28	\$ 39.30
			\$ 58,385.60	\$ 67,142.40	\$ 81,744.00
	Non-certified Behavioral Health Co-Responder				
	Golf Pro	Golf			
	Recreation Manager	P&R - Community Rec			
	Parks Maintenance Manager	Parks and Recreation			

	Fleet Manager	Public Works - Fleet			
	Water /WW Plant Operator	Public Works - Utility			
	Sanitation Manager	Public Works - Sanitation/Recycle			
	Contruction Project Manager	Public Works - All City Departments			
L			\$ 30.03	\$ 34.53	\$ 42.04
			\$ 62,462.40	\$ 71,822.40	\$ 87,443.20
	Building Official	Development Services			
	Planning/Development Specialist	Development Services			
	IT Systems Analyst	IT			
	Library Manager	Library			
	Police Sergeant	Police			
	Streets Supervisor	Public Works - Streets			
M			\$ 33.03	\$ 37.98	\$ 46.24
			\$ 68,702.40	\$ 78,998.40	\$ 96,179.20
	Certified Behavioral Health Co-Responder				
	City Clerk/Court Administrator	City Clerk/Municipal Court			
N			\$ 35.34	\$ 40.64	\$ 49.48
			\$ 73,507.20	\$ 84,531.20	\$ 102,918.40
	Economic Development Director	Econ Dev			
	Police Captain - Support Services	Police			
	Utility Superintendent	Public Works - Utility			
	Streets Manager	Public Works - Streets			
O			\$ 37.11	\$ 42.68	\$ 51.95
			\$ 77,188.80	\$ 88,774.40	\$ 108,056.00
	Development Services Director	Development Services			
	Fire Chief	Fire			
	HR/Risk Manager	Human Resources			
	Parks and Recreation Director	Parks and Recreation			
	Police Captain - Operations	Police			
P			\$ 44.53	\$ 51.21	\$ 62.34

			\$	\$
			\$ 92,622.40	106,516.80 129,667.20
	Finance Director	Finance		
	IT Director	IT		
	Public Works Director	Public Works - Admin		
Q			\$ 46.76	\$ 53.77 \$ 65.46
			\$ 97,260.80	111,841.60 136,156.80
	City Attorney	Legal		
	Police Chief	Police		

3. Pay Plan for Council Appointed Employees:

City Manager	Salary Established by Contract
Municipal Judge	Salary Established by Contract

4. Pay Plan for non-regular Part-Time Employees (hourly, unless otherwise noted):

Cart/Range Attendant	\$13.65	\$15.74
Student Intern	\$13.65	\$15.74
Recreation Instructor (per class)	\$13.65	\$33.03
Score Keeper	\$13.65	\$16.83
Ice Monitor (PRN)	\$14.32	\$19.82
Sports Official (pay per game)	\$16.52	\$29.73
Site Supervisor, PRN	\$14.17	\$19.62

Section 2. Where a pay range is provided herein, the City Manager is authorized and directed to fix the compensation of such employees within such pay ranges. The City Council reserves the right to change the compensation provided herein at any time.

Section 3. Other compensation, allowances, bonuses, etc. for Council appointed employees may be set, by Council, through contract. Such items, if any, for regular employees shall be determined by the City Manager within the amounts established. The City Manager may issue a pay increase to employees based on their performance evaluation not to exceed 3% of their current salary. The City may offer an education reimbursement to eligible employees per a separate policy.

Section 4. General Repealer. All other acts, orders, ordinances, resolutions, or positions thereof in conflict with the sections adopted in this Ordinance, are hereby repealed to the extent of such conflict.

Section 5. Recording and Authentication. This ordinance, immediately upon its passage, shall be authenticated by the signatures of the Mayor and City Clerk, recorded in the City book of Resolutions kept for that purpose.

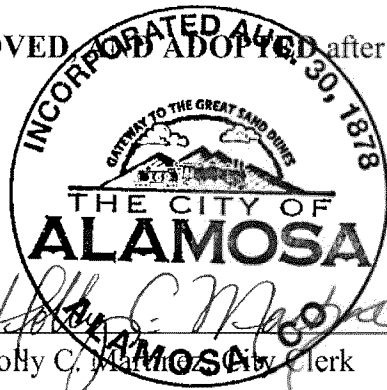
Section 6. Publication and Effective Date. This ordinance shall take effect ten days after final publication. Publication both before and after final passage shall be by the title of this ordinance, which Council determines constitutes a sufficient summary of the ordinance, together with the statement that the full text of the ordinance is available for public inspection acquisition on the City's website and in the office of the City Clerk.

Section 7. Declaration of Public Interest. This ordinance is necessary to preserve the peace, health, safety, and welfare, and to serve the best interest of the citizens of the City of Alamosa, Colorado.

Section 8. NON-Codification. The City Clerk is directed to ensure that the provisions of this ordinance ARE NOT codified in the Code of Ordinances of the City of Alamosa.

INTRODUCED, READ, AND APPROVED on first reading the 18th day of January 2023, and ordered published by title and reference as provided by law with notice of a public hearing to be held for consideration of the adoption of the said ordinance on the 1st day of February 2023, at 7:00 p.m., or as soon thereafter as the matter may be heard, or on a such subsequent date to which the public hearing or Council consideration may be continued.

APPROVED ~~ADOPTED~~ after public hearing this 1st day of February 2023.



Attest:

Holly C. [Signature]
Holly C. [Signature] City Clerk

By:

[Signature]
Ty Coleman, Mayor