#### Ordinance No. 8-2024

# 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 amend the 2024 Pay Plan to reclassify the Case Manager position in Grade F to a Program Manager placed in Grade G; and

WHEREAS, the reclassification allows the City to meet State requirements for the LEAD program, which is to house the Program Manager; and

WHEREAS, the reclassification will better integrate the LEAD and Co-Responder programs; and

WHEREAS, the Program Manager position will be responsible for the monitoring the deliverables of both programs and working to ensure success; and

**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. 20-2023 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	
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<sup>\*</sup>Annual salaries set by City Charter

## 2. Pay Grades by Job

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PG	Title	Department	Minimum	Market	Maximum
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Frd Chr. 2 bin Megan			\$ 32,138.50	\$ 36,961.60	\$ 40,164.80
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c			\$ 16.22	\$ 18.66	\$ 21.09
			\$ 33,745.42	\$ 38,812.80	\$ 43,867.20
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			\$ 44,907.20	\$ 51,646.40	\$ 62,878.40
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G	Maintenance Worker I	Public Works - Streets	\$ 23.75 \$ 49,400.00	\$ 27.31 \$ 56,804.80	\$ 33.25 \$ 69,160.00
G	Maintenance Worker I  Public Relations & Project Specialist	Public Works - Streets  City Manager			
G	Public Relations & Project				
G	Public Relations & Project Specialist	City Manager			
	Public Relations & Project Specialist Executive and Legal Assistant	City Manager City Mgr./Legal			
G	Public Relations & Project Specialist  Executive and Legal Assistant  Deputy City Clerk/Courts  Maintenance Technician/Crew	City Mgr./Legal  City Clerk/Municipal Court			
<b>G</b>	Public Relations & Project Specialist  Executive and Legal Assistant  Deputy City Clerk/Courts  Maintenance Technician/Crew Leader  Maintenance Worker/Crew	City Manager City Mgr./Legal City Clerk/Municipal Court P&R - Community Rec			
	Public Relations & Project Specialist  Executive and Legal Assistant  Deputy City Clerk/Courts  Maintenance Technician/Crew Leader  Maintenance Worker/Crew Leader	City Manager City Mgr./Legal City Clerk/Municipal Court P&R - Community Rec Facilities			
	Public Relations & Project Specialist  Executive and Legal Assistant  Deputy City Clerk/Courts  Maintenance Technician/Crew Leader  Maintenance Worker/Crew Leader  Office Supervisor  Office Coordinator/Evidence	City Manager City Mgr./Legal City Clerk/Municipal Court P&R - Community Rec Facilities P&R - Community Rec			
	Public Relations & Project Specialist  Executive and Legal Assistant  Deputy City Clerk/Courts  Maintenance Technician/Crew Leader  Maintenance Worker/Crew Leader  Office Supervisor  Office Coordinator/Evidence Custodian	City Manager City Mgr./Legal City Clerk/Municipal Court P&R - Community Rec Facilities P&R - Community Rec			

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		\$ 36.64	\$ 42.14	\$ 51.30
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	Co-Responder  Golf Pro  Recreation Manager  Parks Maintenance Manager  Fleet Manager  Water /WW Plant Operator  Sanitation Manager  Construction Project Manager  Building Official  Planning/Development Specialist  IT Systems Analyst  Library Manager  Police Sergeant  Streets Supervisor  Certified Behavioral Health Co-Responder	Co-Responder  Golf Pro  Golf Recreation Manager  Parks Maintenance Manager  Parks Maintenance Manager  Public Works - Fleet  Water /WW Plant Operator  Public Works - Utility  Public Works - Sanitation/Recycle  Construction Project Manager  Public Works - All City Departments  Building Official  Development Services  Planning/Development Specialist  IT  Library Manager  Police  Streets Supervisor  Public Works - Streets  Police  Certified Behavioral Health Co-Responder  Police	\$64,750.40	S 64,750.40   S 74,464.00

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P			\$ 49.39	\$ 56.80	\$ 69.15
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Q			\$ 51.86	\$ 59.64	\$ 72.60
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### 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	\$14.42	\$16.73
Student Intern	\$14.42	\$16.73
Recreation Instructor (per class)	\$14.42	\$39.86
Score Keeper	\$14.42	\$17.88
Ice Monitor (PRN)	\$15.15	\$20.05
Sports Official (pay per game)	\$17.45	\$31.41
Site Supervisor, PRN	\$15.00	\$20.85

<u>Section 2</u>. 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.

<u>Section 3</u>. 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.

<u>Section 4.</u> 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.

<u>Section 5.</u> 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.

<u>Section 8. NON-Codification.</u> 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 15<sup>th</sup> day of May 2024, 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 5th day of June 2024, 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, AND ADOPTED after public hearing this 5th day of June 2024.

ALAMOSA

Holly C Martinez City Clerk