

POSTING IS REQUIRED

Classification Notice No. 1336

To: Agency Heads and Employees
From: Jeff Dolan, Career Service Executive Personnel Director
Date: January 21, 2011
Subject: Proposed Change to the Classification and Pay Plan

The proposed change amends the Classification and Pay Plan by changing the pay grades of: Associate City Planner from 808-E to 809-E, Development and Planning Supervisor from 812-E to 813-E, Principal City Planner from 812-E to 813-E and Senior City Planner from 810-E to 811-E.

In the last five years, CSA has done major studies on the Planner classes, the Landscape Architect classes, and the Engineer classes as well as creating the Project Manager classes. The Planner Study was the first of these studies. At that time, the Planner classes were assigned pay grades based on market data. As the other studies were conducted, pay was established using market data and internal equity. What has occurred is the other classes have moved up and the Planner classes were left behind. This is said with the understanding that in the city, there is a systematic way of doing work that includes planning, design, and construction. Therefore, the pay of the planner classes needs to be evaluated in relationship with other classes in design and construction.

PAY GRADE CHANGES ONLY

| <u>Job Code:</u> | <u>Classification Title:</u> | <u>Current Pay Grade & Range</u> | <u>Proposed Pay Grade & Range</u> |
|-------------------------|-------------------------------------|---|--|
| CE0371 | Associate City Planner | 808-E (\$45,547 - \$72,647) | 809-E (\$48,686 - \$77,665) |
| CE1566 | Development and Planning Supervisor | 812-E (\$59,473 - \$94,875) | 813-E (\$63,569 - \$101,420) |
| CE2159 | Principal City Planner | 812-E (\$59,473 - \$94,875) | 813-E (\$63,569 - \$101,420) |
| CE0429 | Senior City Planner | 810-E (\$52,031 - \$83,022) | 811-E (\$55,631 - \$88,755) |

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 re-allocations shall be the beginning of the first work week following approval by the Board.”

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 February 3, 2011 5:00 p.m.** in the CSA Board Room, Room 4.F.6, Webb Municipal Building, 201 West Colfax Avenue.

Note: Please submit any questions or comments on this proposal in writing to Bruce Backer bruce.backer@denvergov.org, Career Service Authority, in care of Alena Martinez alena.martinez@denvergov.org by 8:00 a.m. on **Thursday, February 3, 2011**. 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 Leon Duran leon.duran@denvergov.org at (720) 913-5168 no later than noon on **Tuesday, February 1, 2011**.