

**CITY OF GREELEY, COLORADO  
ORDINANCE NO. 39, 2022**

**AN ORDINANCE AMENDING CHAPTER 1 OF TILE 4 OF THE GREELEY MUNICIPAL CODE  
REGARDING THE CITY'S CLASSIFICATION AND SALARY PLAN**

WHEREAS, the Greeley Municipal Charter requires the City Council to approve the minimum and maximum schedule of compensation for all employees of the City by ordinance; and

WHEREAS, the Greeley Municipal Charter also provides that the City Manager is the administrative head of the Municipal Government who has the power to appoint, suspend and remove heads of all departments and City employees; and

WHEREAS, Section 4-3 of the Greeley Municipal Code provides that the Council will adopt a classification and salary plan ("the Plan") annually, but does not provide guidance regarding amendment of the Plan; and

WHEREAS, the City Council finds that amendment of the Greeley Municipal Code to provide the City Manager the authority to amend the Plan in furtherance of his responsibility to manage the administrative service of the City; and

WHEREAS, the City Council finds that edits to Chapter 1 of Title 4 are necessary to provide clarity regarding the provisions set forth in the Chapter.

**NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF GREELEY, COLORADO AS FOLLOWS:**

Section 1. Section 4-3 of the Greeley Municipal Code of Ordinances is hereby amended as shown on Appendix A attached hereto and incorporated herein by this reference.

Section 2. This Ordinance shall become effective five (5) days following its final publication, as provided by the Greeley City Charter.

**PASSED AND ADOPTED, SIGNED AND APPROVED this \_\_\_\_ day of \_\_\_\_\_, 2022.**

**ATTEST:**

**THE CITY OF GREELEY, COLORADO**

\_\_\_\_\_  
City Clerk

By: \_\_\_\_\_  
Mayor

**Title 4 – PERSONNEL****CHAPTER 1. - CLASSIFICATION AND SALARY PLAN****Sec. 4-1. - Plan mandated, contents.**

An annual classification and salary plan (referred to herein as "the Plan") shall be in effect for all employees of the city, including those covered by civil service. The Plan shall contain salary ranges for all positions of employment. Each salary range shall be set in accordance with the method outlined in the benchmark classification system.

**Sec. ~~4-1~~ 4-2. - Scope of plan.**

(a) All employees of the city, as defined in this section, shall be assigned to and shall fill the positions provided for in the ~~classification and salary p~~Plan, ~~referred to in this chapter as the plan, and more fully prescribed by this chapter.~~

(b) The amounts budgeted each year for the salaries of all city employees and the amounts of salaries actually paid shall be determined by reference to, and shall be within the limits of, the salary schedules ~~of~~ set forth in the ~~p~~Plan.

(c) For the purposes of this chapter, the term "employees" means all city employees, including the city manager, deputy city managers, assistant city managers, city attorney, deputy city attorneys, assistant city attorneys, municipal judge, all department heads and directors, and all other employees whose salaries are negotiated at the direction of the city council, city manager or city attorney.

**Sec. ~~4-2.~~ - Plan mandated, contents.**

~~An annual salary plan shall be in effect for all employees of the city, including those covered by civil service. The plan shall contain salary ranges for all positions of employment. Each salary range shall be set in accordance with the method outlined in the benchmark classification system.~~

**Sec. 4-3. Plan adoption, amendment.**

The Plan ~~Each year's the salary rates~~ shall be adopted by separate ordinance each year at the same time the annual city budget is adopted. Such rates will be used to determine budgeted salary costs for each budget year. ~~These rates will be documented in a pay plan for reference purposes.~~ The City Manager may make administrative changes to the Plan during the year without Council approval, provided that budgeted salary costs are sufficient. Administrative changes include, but are not limited to, adding or modifying job classifications and salaries.