



1026 Park Ave · PO Box 99
Grand Lake, CO 80447
970-627-3435
www.townofgrandlake.com

To: Mayor Kudron and the Grand Lake Board of Trustees
From: John Crone, Town Manager
Re: Employee Pay Classifications
Date: February 12, 2024

Background

The Town policies require that employee pay be based upon a pay/salary grade schedule:

Pay/Salary Grades

Employee pay is determined per Town salary grades based on job classifications. Job classifications are used to objectively and accurately define and evaluate the duties, responsibilities, tasks and authority level of a job. – Grand Lake Personnel Manual

The Town updates its pay schedule on an annual basis.

The reason to have a published pay schedule is primarily to promote transparency in government operations. The pay schedule also allows for ease of pay analysis and pay adjustment. The rates in the schedule do not reflect additional benefits that are provided by the Town. The schedule also provides comparative classifications for the Town's various jobs.

The proposed pay schedule that is attached to this memo reflects current pay rates for Town employees. It also allows for flexibility in new hirings. The schedule adds an Event Manager and moves the Clerk position up to a higher classification.

Action

If the Board of Trustees wishes to approve the proposed pay grades, it may do so by adopting resolution 03-2024 with the following motion:

I move adopt Resolution 03-2024, Approving Town of Grand Lake Employee Pay Grades and Classifications.

TOWN OF GRAND LAKE

RESOLUTION 03-2024

APPROVING TOWN OF GRAND LAKE EMPLOYEE PAY GRADES AND JOB CLASSIFICATIONS

WHEREAS, the Town of Grand Lake employs many workers across a wide range of positions; and,

WHEREAS, the publication of pay grades and job classifications promotes government transparency in the community; and,

WHEREAS, the publication of pay grades and classifications encourages fair and non-discriminatory treatment of all employees; and,

WHEREAS, the publication of pay grades and classifications allows for more efficiency in the hiring of new employees and the promotion of current employees; and,

WHEREAS, it is important to the provision of good government that the Town of Grand Lake’s pay grades and classifications be easily accessible to all employees and citizens; and,

NOW THEREFORE BE IT RESOLVED BY THE GRAND LAKE BOARD OF TRUSTEES AS FOLLOWS:

The Town of Grand Lake Employee Pay/Salary Grades and Job Classifications attached to this resolution are hereby adopted.

DULY MOVED, SECONDED, AND ADOPTED BY THE BOARD OF TRUSTEES OF THE TOWN OF GRAND LAKE, COLORADO, THIS 12th DAY OF FEBRUARY 2024.

(SEAL)

Votes Approving:

Votes Opposed:

Absent:

Abstained:

ATTEST:

TOWN OF GRAND LAKE

Alayna Carrell
Town Clerk

Stephen Kudron
Town Mayor



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Town of Grand Lake Pay/Salary Grades and Job Classifications – January 22, 2024

Salary Grade	Job Title	Range Minimum	Range Maximum
500		\$102,823	\$171,840
	Town Manger (e)	\$49.43	\$82.62
400		\$74,693	\$134,800
	Treasurer (e)	\$35.91	\$64.81
	Public Works Director (e)		
	Water Superintendent		
	Community Development Director (e)		
	Clerk (e)		
350		\$58,240	\$87,360
	Planner (e)	\$28.00	\$42.00
	Asst. PW Director		
	Community Engagement Manager (e)		
300		\$41,100	\$72,800
	Marina Director (e)*	\$26.00	\$35.00
250		\$45,760	\$76,960
	PW Operator I	\$22.00	\$37.00
	PW Mechanic		
	Water Operator I		
	GLC Manager		
	Code Enforcement Officer		
	Bookkeeper		
200		\$43,680	\$66,560
	PW Operator II	\$21.00	\$32.00
	Water Operator II		
	Administrative Assistant		
	Parks Maintenance		
	Events Manager		
100		\$14.42	\$25.00
	Seasonal Marina Employee		

					10.11.22

Town of Winter Park - Classification Listing for 2023

Position	Dept	Grade	Min	Mid	Max
Custodian	Public Works	100	\$40,851	\$48,000	\$55,149
Court Clerk	Police Non-Sworn	110	\$44,936	\$52,800	\$60,664
Equipment Operator I	Public Works	110	\$44,936	\$52,800	\$60,664
Parks/Trails Maintenance Tech I	Public Works	110	\$44,936	\$52,800	\$60,664
Building & Planning Tech I	Comm Dev	120	\$48,400	\$58,080	\$67,760
Code Enforcement Officer	Police Non-Sworn	120	\$48,400	\$58,080	\$67,760
Equipment Operator II	Public Works	120	\$48,400	\$58,080	\$67,760
Finance Tech I	Finance	120	\$48,400	\$58,080	\$67,760
Business Support Tech	Finance	130	\$53,240	\$63,888	\$74,536
Equipment Operator III	Public Works	130	\$53,240	\$63,888	\$74,536
Finance Tech II	Finance	130	\$53,240	\$63,888	\$74,536
Fleet Technician	Public Works	130	\$53,240	\$63,888	\$74,536
Planning & Building Tech II	Comm Dev	130	\$53,240	\$63,888	\$74,536
Building Inspector I	Comm Dev	140	\$58,564	\$70,277	\$81,990
Parks Supervisor	Public Works	140	\$58,564	\$70,277	\$81,990
Planner I	Comm Dev	140	\$58,564	\$70,277	\$81,990
Police Dept Office Manager	Police Non-Sworn	140	\$58,564	\$70,277	\$81,990
Public Works Office Manager	Public Works	140	\$58,564	\$70,277	\$81,990
Sr Facilities Maintenance Tech	Public Works	140	\$58,564	\$70,277	\$81,990
Building Inspector II	Comm Dev	150	\$64,420	\$77,304	\$90,189
Deputy Town Clerk	Town Manager	150	\$64,420	\$77,304	\$90,189
Fleet Mechanic	Public Works	150	\$64,420	\$77,304	\$90,189
Planner II	Comm Dev	150	\$64,420	\$77,304	\$90,189
Streets Superintendent	Public Works	150	\$64,420	\$77,304	\$90,189
Assistant Transit Manager	Town Manager	160	\$59,416	\$85,035	\$100,654
Building Inspector III	Comm Dev	160	\$59,416	\$85,035	\$100,654
Planner III	Comm Dev	160	\$59,416	\$85,035	\$100,654

Plans Examiner	Comm Dev	160	\$59,416	\$85,035	\$100,654
Town Clerk	Town Manager	180	\$83,994	\$102,892	\$121,791
Transit Manager	Town Manager	180	\$83,994	\$102,892	\$121,791
Chief Building Official	Comm Dev	190	\$92,393	\$113,181	\$133,970
Police Commander	Police Sworn	200	\$101,632	\$124,500	\$147,367
Asst Town Manager	Town Manager	230	\$132,567	\$165,709	\$198,851
Director, Community Development	Comm Dev	230	\$132,567	\$165,709	\$198,851
Director, Finance & HR	Finance	230	\$132,567	\$165,709	\$198,851
Director, Public Works	Public Works	230	\$132,567	\$165,709	\$198,851
Police Chief	Police Sworn	230	\$132,567	\$165,709	\$198,851
Town Manager	Town Manager	260	\$176,447	\$220,559	\$264,670
Seasonal:					
Garden Crew	Public Works	100	\$40,851	\$48,000	\$55,149
Parks Crew	Public Works	100	\$40,851	\$48,000	\$55,149
Sworn, NE Police:					
Police Officer	Police Sworn	150	\$64,420	\$77,304	\$90,189
Police Sergeant	Police Sworn	180	\$83,994	\$102,892	\$121,791

Town of Granby - Proposed Pay Structure

Grade	Annualized			Hourly			Design	
	Min	Mid	Max	Min	Mid	Max	Width	Distance
100	\$32,340	\$38,000	\$43,660	\$15.55	\$18.27	\$20.99	35%	
110	\$35,574	\$41,800	\$48,026	\$17.10	\$20.10	\$23.09	35%	10%
120	\$39,132	\$45,980	\$52,828	\$18.81	\$22.11	\$25.40	35%	10%
130	\$43,045	\$50,578	\$58,111	\$20.69	\$24.32	\$27.94	35%	10%
140	\$46,363	\$55,636	\$64,908	\$22.29	\$26.75	\$31.21	40%	10%
150	\$50,999	\$61,199	\$71,399	\$24.52	\$29.42	\$34.33	40%	10%
160	\$56,099	\$67,319	\$78,539	\$26.97	\$32.37	\$37.76	40%	10%
170	\$61,709	\$74,051	\$86,393	\$29.67	\$35.60	\$41.54	40%	10%
180	\$67,880	\$81,456	\$95,032	\$32.63	\$39.16	\$45.69	40%	10%
190	\$74,668	\$89,602	\$104,536	\$35.90	\$43.08	\$50.26	40%	10%
200	\$82,135	\$98,562	\$114,989	\$39.49	\$47.39	\$55.28	40%	10%
210	\$88,505	\$108,418	\$128,332	\$42.55	\$52.12	\$61.70	45%	10%
220	\$97,355	\$119,260	\$141,165	\$46.81	\$57.34	\$67.87	45%	10%
230	\$107,091	\$131,186	\$155,282	\$51.49	\$63.07	\$74.65	45%	10%
240	\$117,800	\$144,305	\$170,810	\$56.63	\$69.38	\$82.12	45%	10%
250	\$129,580	\$158,735	\$187,891	\$62.30	\$76.32	\$90.33	45%	10%
260	\$142,538	\$174,609	\$206,680	\$68.53	\$83.95	\$99.37	45%	10%

Fraser

- 75** seasonal or part time
- 100** New contributor
- 200** Developing contributor who can perform a broad range of duties
- 300** Experienced contributor needed to make projects happen
- 400** Managing / owning multiple projects
- 500** Supervising others or managing multiple projects across multiple departments
- 600** Supervising others with specific credentials and can train or fill in on licensed tasks
- 700** Department Directors
- 800** Executive Leadership

Annual - 2023	
Min	Max
\$37,440	\$58,687
\$38,563	\$55,385
\$49,275	\$67,925
\$52,530	\$73,150
\$61,800	\$99,275
\$66,950	\$109,725
\$82,400	\$125,400
\$113,300	\$156,750
\$154,500	\$198,550

Admin	Town Manager	800
Admin	Finance Director -	700
Admin	Town Planner -	500
Admin	Town Clerk -	500
Admin	Deputy Town Clerk	400
Admin	General Accountant -	400
Admin	Marketing and Communications Manager -	500
Admin	Assistant Town Manager -	500
Public Works	Project Manager -	400

Public Works	Public Works Director -	700
Public Works	Street Superintendent -	600
Public Works	Equipment Operator III -	400
Public Works	Equipment Operator III-	300
Public Works	Equipment Operator III -	300
Public Works	Equipment Operator II -	100
Public Works	Equipment Operator II -	200
Public Works	Equipment Operator II -	200
Public Works	Equipment Operator II -	200
Public Works	Equipment Operator I -	100
Public Works	Equipment Operator I -	100
Public Works	Equipment Operator I -	100
Public Works	Water / Utilities Superintendant -	600
Public Works	Equipment Operator Utilities II -	200
Public Works	Equipment Operator Utilities I -	100
Public Works	Equipment Operator Utilities I -	200
Public Works	Equipment Operator Utilities I -	100
Public Works	Drop Operator (PT)	75
Public Works	Seasonal Gardeners (4-5)	75
Public Works	Overtime/On-Call	
Public Works	Night Shift Differential	
Public Works	Streets Certification Incentives	
Public Works	Water Certification Incentives	
Public Works	Water - on Call Duty	