

RESOLUTION 2004-115
OF THE COUNCIL OF THE CITY OF FORT COLLINS
ADOPTING AMENDMENTS TO THE
FINANCIAL MANAGEMENT POLICIES

WHEREAS, Council has adopted Financial Management Policies for the City pursuant to Resolution 94-174; and

WHEREAS, Resolution 94-174 provides that the Council may adopt amendments to the Financial Management Policies; and

WHEREAS, the City is committed to sound and efficient financial planning and management; and

WHEREAS, the City Council most recently adopted changes to the Financial Management Policies in December of 2003; and

WHEREAS, the December 2003 amendments to the Financial Management Policies did not include substantive change to Section 3.4, which deals with Human Resource Management and Productivity, which are now being presented for Council's consideration; and

WHEREAS, the City Manager has reviewed the proposed amendments to Section 3.4; and

WHEREAS, the proposed amendments to Section 3.4 establish guidelines for sound and efficient financial planning and management, and reflect current requirements and laws that apply to the City's financial activities; and


WHEREAS, the Council wishes to adopt these amendments to the City's Financial Management Policies in pursuit of its objectives of sound and efficient financial planning and management.

NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF FORT COLLINS as follows:

Section 1. That the Council hereby adopts the amendments to Section 3.4 of the City's Financial Management Policies as described in Exhibit "A", attached hereto and incorporated herein by this reference.

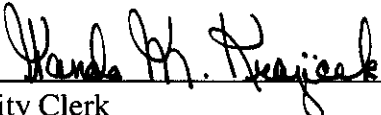
Section 2. That the amendments to the Financial Management Policies adopted by the passage of this Resolution shall be included as part of said Policies, which Policies shall hereafter remain in effect until the same are amended or repealed by subsequent action of the City Council.

Passed and adopted at a regular meeting of the Council of the City of Fort Collins held this 21st day of September, A.D. 2004.



Mayor

ATTEST:



City Clerk

Exhibit A

3.4 HUMAN RESOURCE MANAGEMENT AND PRODUCTIVITY

The City of Fort Collins' goal as an employer is to attract and retain quality employees in recognition of their essential contribution in providing services to the citizens of Fort Collins. As a provider of services in the community, the experience, commitment and talent of our employees is critical to the quality and value of City services.

The City has two financial policies that address the human resource component of its cost of providing services:

a. **Employee Compensation Policy**

In order to attract and retain quality employees and also to recognize and reward quality performance, the City has established a system that guides the compensation of its employees. The objective of the compensation policy is to pay employees fairly, competitively and in a way that is understandable to the community and the organization.

1. For all classified employees and unclassified management of the City, compensation will be established through a total compensation methodology. Total compensation is defined as both salary and benefits. This methodology will use annual surveys of the relevant labor market. The labor market is defined as employers and jurisdictions that closely approximate the size and/or services of the City of Fort Collins. This market will primarily consist of Front Range communities, but may also include, where appropriate, counties, the state of Colorado or regional data from both the private and public sectors.

Salaries will be calculated at the 70th percentile by taking the pay range maximums of comparable market data and establishing a point wherein 30% of the salaries are higher and 69% of the salaries are lower than the City's pay range maximum.

Benefits will be set at a point that is determined to be competitive, as compared to the relevant labor market, by examining market provisions and plan design for medical and dental insurance.

2. Hourly, temporary or contractual employee compensation rates will be set according to the prevailing market rate for that type of job within the Northern Colorado market; the existing pay plan may also be considered for similar positions. These employees are a valuable resource in the provision of services for the community, and the City will set those compensation rates in a manner that will attract high quality employees.

b. **City Performance Goals and Measures Policies**

The goals of the City of Fort Collins are to provide our citizens with outstanding services. In doing so, the City will commit to attracting and retaining quality employees and to recognizing and rewarding their quality performance.

To accomplish these goals, the City will:

1. Maintain staffing at a level that will enable the City to provide the necessary services in a high quality manner;
2. Provide ongoing assessment of customer satisfaction with the level of services provided by the City and continuously improve the quality of those services;
3. Develop and maintain a performance review process to establish goals and to evaluate employee work performance;
4. Assess options to streamline operations by continuing to monitor the cost effectiveness of additional staffing vs. the cost of adding capital equipment; and
5. Measure the productivity and effectiveness of the City's work force.