

**AGENDA ITEM SUMMARY**  
**FORT COLLINS CITY COUNCIL**

**ITEM NUMBER: 25**

**DATE: December 16, 2008**

**STAFF: Janet Miller**

**SUBJECT**

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Second Reading of Ordinance 159, 2008, Amending Section 2-596 of the City Code and Setting the Salary of the City Manager.

**RECOMMENDATION**

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none.

**EXECUTIVE SUMMARY**

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City Council met in Executive Session on November 18 and November 25, 2008 to conduct the performance appraisal of City Manager Darin Atteberry. Ordinance No. 159, 2008, adopted on First Reading on December 2, 2008 by a vote of 5-1 (Nays: Poppaw), establishes the salary of the City Manager at \$190,571.

**ATTACHMENTS**

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1. Comparison of 2008 and 2009 Total Compensation.
2. Copy of First Reading Agenda Item Summary - December 2, 2008.  
(w/o original attachments)

# City Manager

## 2008

## 2009 Projected - 8%

<u>Monetary</u>	
Base Salary	176,455.00
Medical Insurance	9,240.00
Dental Insurance	600.00
Life Insurance	509.76
Long Term Disability	1,394.35
ICMA 457	5,293.65
ICMA 401	17,645.50
Car Allowance	9,000.00
<u>Non-Monetary</u>	
Vacation	30 days
Holiday	11 days

<u>Monetary</u>	
Base Salary	190,571.40
Medical Insurance	9,240.00
Dental Insurance	600.00
Life Insurance	550.08
Long Term Disability	1,505.74
ICMA 457	5,717.14
ICMA 401	19,057.14
Car Allowance	9,000.00
<u>Non-Monetary</u>	
Vacation	30 days
Holiday	11 days

OR 190,571

9,240

600

550

1,506

5,717

19,057

9,000

Total Compensation 220,138.26

Total Compensation 236,241.50

236,241

**AGENDA ITEM SUMMARY**  
**FORT COLLINS CITY COUNCIL**

ITEM NUMBER: 38

DATE: December 2, 2008

STAFF: Janet Miller

**COPY**

**SUBJECT**

Items Relating to the Contract and Compensation of the City Manager.

**STAFF RECOMMENDATION**

Not applicable.

**EXECUTIVE SUMMARY**

- A. Resolution 2008-126 Approving a First Addendum to the City Manager's Employment Agreement.
- B. First Reading of Ordinance 159, 2008, Amending Section 2-596 of the City Code and Setting the Salary of the City Manager.

**COPY**

City Council met in executive session on November 18 and November 25, 2008 to conduct the performance review of City Manager Darin Atteberry. Ordinance No. 159, 2008, establishes the salary of the City Manager.

**BACKGROUND**

City Council is committed to compensating employees in a manner which is fair, competitive and understandable. The goal as an employer is to attract and retain quality employees and to recognize and reward quality performance.

In order to accomplish this goal the City Council and the City Manager meet twice a year to discuss performance and set goals for the coming year.

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In 2008, the total compensation paid to the City Manager included the following:

2008 SALARY AND BENEFITS	ANNUAL	NON-MONETARY BENEFITS
Salary	\$ 176,455	Vacation (30 days per year)
Medical Insurance	8,240	Holidays (11 days per year)
Dental Insurance	60	
Life Insurance	510	
Long Term Disability	1,394	
ICMA (457)	5,294	
ICMA (401)	17,646	
Car Allowance	9,000	
<b>Total Monetary Compensation</b>	<b>\$ 220,138</b>	

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The resolution establishing the process for evaluating the performance of the City Manager, City Attorney, and Municipal Judge states that any change in compensation for the City Manager, City Attorney and Municipal Judge will be adopted by the Council by ordinance in sufficient time for the change in compensation to take effect as of the first full pay period of the ensuing year.

Ordinance No. 159, 2008, will establish the 2009 salary of the City Manager. In addition, the Council has agreed to consider amendments to the City Manager's employment contract that would:

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- increase the amount of annual vacation leave that can be converted to cash in a particular year from 80 hours to 120 hours (without increasing the amount of annual vacation leave);
- state that the City Manager's rate of vacation accrual will be pro-rated on a bi-weekly basis in accordance with the number of pay periods in each year;
- clarify that the City Manager's service as a member of the board of directors of community organizations will be considered to be within the performance of his duties to the City; and
- clarify that, except as otherwise provided in the Employment Agreement, all benefits and working conditions that apply to service area directors of the City shall apply to the City Manager as well.

Resolution 2008-126 would approve these changes.

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ORDINANCE NO. 159, 2008  
OF THE COUNCIL OF THE CITY OF FORT COLLINS  
AMENDING SECTION 2-596 OF THE CODE  
OF THE CITY OF FORT COLLINS AND  
SETTING THE SALARY OF THE CITY MANAGER

WHEREAS, pursuant to Article III, Section 1 of the City Charter, the City Council (the "Council") is responsible for fixing the compensation of the City Manager; and

WHEREAS, the City of Fort Collins is committed to compensating its employees in a manner which is fair, competitive and understandable; and

WHEREAS, the City's pay philosophy is based on total compensation, which includes not only base salary but also deferred compensation payments, vacation and holiday leave, and amounts paid by the City for medical, dental, life and long-term disability insurance; and

WHEREAS, the Council met with the City Manager to conduct a review and establish next year's goals; and

WHEREAS, the Council believes that the base salary of the City Manager should be established at the amount of \$190,571 effective January 12, 2009, so that the total compensation paid to the City Manager in 2009 will be in the amount of \$236,241.

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

Section 1. That Section 2-596 of the Code of the City of Fort Collins is hereby amended to read as follows:

**Sec. 2-596. Salary of the City Manager.**

The base salary to be paid the City Manager shall be one hundred ninety thousand five hundred seventy-one dollars (\$190,571.) per annum, payable in biweekly installments. Forty (40) percent of such sum shall be charged to the city electric utility, twenty (20) percent to the city water utility and forty (40) percent to general government expense.

Section 2. That the effective date of the salary adjustment referred to in Section 1 above shall be January 12, 2009.

Introduced, considered favorably on first reading, and ordered published this 2nd day of December, A.D. 2008, and to be presented for final passage on the 16th day of December, A.D. 2008.

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Mayor

ATTEST:

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

Passed and adopted on final reading on the 16th day of December, A.D. 2008.

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Mayor

ATTEST:

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City Clerk