

# AGENDA ITEM SUMMARY

January 16, 2018

City Council

## STAFF

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Jamie Heckman, Compensation and Technology Manager  
Jenny Lopez Filkins, Legal

## SUBJECT

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Second Reading of Ordinance No. 008, 2018, Amending Section 2-581 of the Code of the City of Fort Collins and Setting the Compensation of the City Attorney.

## EXECUTIVE SUMMARY

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City Council met in executive session on November 13, 2017, to conduct the performance review of Carrie Daggett, City Attorney. This Ordinance, unanimously adopted on First Reading on January 2, 2018, sets the 2018 compensation of the City Attorney at \$194,259 and total compensation at \$232,770.

## STAFF RECOMMENDATION

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None.

## ATTACHMENTS

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1. First Reading Agenda Item Summary, January 2, 2018 (w/o attachments) (PDF)
2. Salary Compensation Chart (PDF)
3. Ordinance No. 008, 2018 (PDF)

# AGENDA ITEM SUMMARY

City Council

January 2, 2018

## STAFF

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Jamie Heckman, Compensation and Technology Manager  
Jenny Lopez Filkins, Legal

## SUBJECT

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First Reading of Ordinance No. 008, 2018, Amending Section 2-581 of the Code of the City of Fort Collins and Setting the Compensation of the City Attorney.

## EXECUTIVE SUMMARY

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The purpose of this item is to establish the 2018 salary of the City Attorney. City Council met in executive session on November 13, 2017, to conduct the performance review of Carrie Daggett, City Attorney. This Ordinance sets the 2018 compensation of the City Attorney.

## STAFF RECOMMENDATION

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None.

## BACKGROUND / DISCUSSION

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City Council is committed to compensating employees in a manner which is market based, competitive and understandable. The goal as an employer is to attract and retain quality employees and to recognize and reward outstanding performance. To accomplish this goal, the City Council and the City Attorney meet twice a year to discuss performance and set goals for the coming year.

In 2017, the total compensation including benefits provided to the City Attorney is as follows:

<b>2017 Salary and Benefits</b>	<b>Annual</b>
Salary	\$ 189,521
Medical Insurance	\$ 10,824
Dental Insurance	\$ 588
Life Insurance	\$ 331
Long Term Disability	\$ 919
ICMA (457)	\$ 5,686
ICMA (401)	\$ 18,952
<b>Total Monetary Compensation</b>	<b>\$ 226,821</b>

### Non-Monetary Benefits

Vacation (30 days per year)  
Holidays (9 days per year)

In addition, the City Attorney cashed out 120 hours of accrued and unused vacation totaling **\$10,934**.

Resolution 2014-096 establishes the process for evaluating the performance of the City Manager, City Attorney, and Chief Judge. It states that any change in compensation for these employees will be adopted by the Council

by Ordinance in sufficient time for the change to take effect the first day of the first full pay period of the ensuing year. This Ordinance will amend the City Code to reflect the City Attorney's 2018 salary.

**ATTACHMENTS**

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1. Powerpoint presentation (PDF)

COPY

Prepared by Human Resources  
December 19, 2017

**City Attorney**

**2017**

**Projected 2018**

<b><u>Monetary</u></b>	
Base Salary	\$189,521
Medical Insurance	10,824
Dental Insurance	588
Life Insurance	331
Long Term Disability	919
ICMA 457	5,686
ICMA 401	18,952
<b><u>Non-Monetary</u></b>	
Vacation	30 days
Holiday	9 days

<b><u>Monetary</u></b>	
<b>Base Salary</b>	<b>\$194,259</b>
Medical Insurance	11,364
Dental Insurance	612
Life Insurance	339
Long Term Disability	942
ICMA 457	5,828
ICMA 401	19,426
<b><u>Non-Monetary</u></b>	
Vacation	30 days
Holiday	9 days

% Increase	2.50%
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Total Compensation \$226,821

**Total Compensation \$232,770**

**% Difference - Total Comp 2.6%**

**\$ Difference - Total Comp \$5,949**

ORDINANCE NO. 008, 2018  
OF THE COUNCIL OF THE CITY OF FORT COLLINS  
AMENDING SECTION 2-581 OF THE CODE OF THE CITY OF FORT COLLINS  
AND SETTING THE COMPENSATION OF THE CITY ATTORNEY

WHEREAS, pursuant to Article VI, Section 1 of the City Charter, the City Council is responsible for fixing the compensation of the City Attorney; and

WHEREAS, the City is committed to compensating its employees in a manner that is fair, competitive and understandable; and

WHEREAS, the City Council supports a compensation philosophy of paying employees a competitive salary based on established market data, and is adjusting the salary of the City Attorney to bring that salary more in line with the appropriate market data; and

WHEREAS, the City Council met with the City Attorney to conduct a review and establish goals for her performance; and

WHEREAS, the City's philosophy is to reward performance that meets or exceeds expectations; and

WHEREAS, the City Council believes the base salary of the City Attorney for 2018 should be established at the amount of \$194,259 effective January 1, 2018, so that the total compensation of the City Attorney in 2018 will be \$232,770.

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

Section 1. That the City Council hereby makes and adopts the determinations and findings contained in the recitals set forth above.

Section 2. That Section 2-581 of the Code of the City of Fort Collins is hereby amended to read as follows:

**Sec. 2-581. Salary of the City Attorney.**

The base salary to be paid the City Attorney shall be one hundred ninety four thousand two hundred fifty-nine dollars (\$194,259) per annum, payable in biweekly installments. Sixty (60) percent of such sum shall be charged to general government expense, twenty (20) percent to the City water utility and twenty (20) percent to the City electric utility.

Section 3. That the effective date of the salary adjustment shall be January 1, 2018, to be paid retroactively within a reasonable period of time after this Ordinance becomes final.

Introduced, considered favorably on first reading, and ordered published this 2nd day of January, A.D. 2018, and to be presented for final passage on the 16th day of January, A.D. 2018.

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Mayor

ATTEST:

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City Clerk

Passed and adopted on final reading on the 16th day of January, A.D. 2018.

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Mayor

ATTEST:

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City Clerk