

AGENDA ITEM SUMMARY

January 16, 2018

City Council

STAFF

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

SUBJECT

Second Reading of Ordinance No. 009, 2018, Amending Section 2-596 of the Code of the City of Fort Collins and Setting the Compensation of the City Manager.

EXECUTIVE SUMMARY

City Council met in executive session on November 13, 2017, to conduct the performance review of Darin Atteberry, City Manager. This Ordinance sets the 2018 compensation of the City Manager at \$262,489 and total compensation at \$319,320.

STAFF RECOMMENDATION

None.

ATTACHMENTS

1. First Reading Agenda Item Summary, January 2, 2018 (w/o attachments) (PDF)
2. Salary Compensation Chart (PDF)
3. Ordinance No. 009, 2018 (PDF)

AGENDA ITEM SUMMARY

City Council

January 2, 2018

STAFF

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

SUBJECT

First Reading of Ordinance No. 009, 2018, Amending Section 2-596 of the Code of the City of Fort Collins and Setting the Compensation of the City Manager.

EXECUTIVE SUMMARY

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

STAFF RECOMMENDATION

None.

BACKGROUND / DISCUSSION

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 Manager 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 Manager is as follows:

2017 Salary and Benefits	Annual
Salary	\$ 256,087
Medical Insurance	\$ 10,824
Dental Insurance	\$ 588
Life Insurance	\$ 447
Long Term Disability	\$ 1,242
ICMA (457)	\$ 7,683
ICMA (401)	\$ 25,609
Car Allowance	\$ 9,000
Total Monetary Compensation	\$ 311,481

Non-Monetary Benefits

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

In addition, the City manager cashed out 120 hours of accrued and unused vacation totaling **\$14,774**.

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 Manager's 2018 salary.

ATTACHMENTS

1. Powerpoint presentation (PDF)

COPY

Prepared by Human Resources
December 19, 2017

City Manager

2017

<u>Monetary</u>	
Base Salary	\$256,087
Medical Insurance	10,824
Dental Insurance	588
Life Insurance	447
Long Term Disability	1,242
ICMA 457	7,683
ICMA 401	25,609
Car Allowance	9,000
<u>Non-Monetary</u>	
Vacation	30 days
Holiday	9 days

Total Compensation \$311,481

Projected 2018

<u>Monetary</u>	
Base Salary	\$262,489
Medical Insurance	11,364
Dental Insurance	612
Life Insurance	458
Long Term Disability	1,273
ICMA 457	7,875
ICMA 401	26,249
Car Allowance	9,000
<u>Non-Monetary</u>	
Vacation	30 days
Holiday	9 days

Total Compensation \$319,320

% Difference - Total Comp 2.5%

\$ Difference - Total Comp \$7,839

% Increase	2.50%
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ORDINANCE NO. 009, 2018
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 COMPENSATION OF THE CITY MANAGER

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

WHEREAS, the City is committed to compensating its employees in a manner that 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 City Council met with the City Manager to conduct a review and establish next year's goals; 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 Manager to bring that salary more in line with the appropriate market data; and

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

WHEREAS, the City Council believes that the base salary of the City Manager should be established at the amount of \$262,489 effective January 1, 2018, so that the total compensation of the City Manager in 2018 will be \$319,320.

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 2-596 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 two hundred sixty two thousand, four hundred eighty-nine dollars (\$262,489) 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 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.

Mayor

ATTEST:

City Clerk

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

Mayor

ATTEST:

City Clerk