

**TOWN OF MEAD, COLORADO
RESOLUTION NO. 31-R-2021**

**A RESOLUTION OF THE TOWN OF MEAD, COLORADO, AMENDING
THE COMPENSATION STRUCTURE GUIDELINES FOR EMPLOYEES
AND CREATING THE POSITION OF DEPUTY TOWN ENGINEER**

WHEREAS, in 2018, the Board of Trustees approved the compensation structure for employees, by adoption of Resolution No. 97-R-2018 (“2018 Resolution”); and

WHEREAS, the 2018 Resolution contemplates that the salary ranges for Town employees may be updated annually by the Board of Trustees and that said salary ranges will be used as a guide for future pay discussions, in conjunction with annual performance reviews; and

WHEREAS, the Board of Trustees desires to amend the salary ranges for Town employees to properly reflect cost-of-living increases that have occurred following adoption of the 2018 Resolution; and

WHEREAS, the Board also desires to update the salary ranges to assist the Town of Mead with attracting and retaining qualified employees; and

WHEREAS, the Board also desires to change the title of the position of Town Engineer to Town Engineer/Public Works Director; and

WHEREAS, the Board also desires to create the position of Planning Technician and add the Planning Technician position to the Town’s compensation structure guidelines; and

WHEREAS, the Board also desires to create the position of Deputy Town Engineer and add the Deputy Town Engineer position to the Town’s compensation structure guidelines; and

WHEREAS, Section 2-3-120(e)(8) of the *Mead Municipal Code* states that the Board of Trustees has authority to create (or eliminate) Town staff positions; and

WHEREAS, the amendments to the Town employee salary ranges (including the addition of the Deputy Town Engineer position) are set forth **Exhibit A** attached hereto, titled “*Town of Mead Job Titles Listed by Salary Grade*”; and

WHEREAS, it is the intent of the Board of Trustees to utilize the salary ranges attached as **Exhibit A** as guidelines for future pay discussions and personnel expenditures.

NOW THEREFORE, BE IT RESOLVED by the Board of Trustees of the Town of Mead, Weld County, Colorado, that:

Section 1. The position of Deputy Town Engineer is hereby created.

Section 2. The salary ranges set forth in **Exhibit A** will be used, in conjunction with annual performance reviews per the Town of Mead Employee Handbook, as a guide for future pay

discussions.

Section 3. Effective Date. This resolution shall become effective immediately upon adoption.

Section 4. Repealer. All resolutions, or parts thereof, in conflict with this resolution are hereby repealed, provided that such repealer shall not repeal the repealer clauses of such resolution nor revive any resolution thereby.

Section 5. Certification. The Town Clerk shall certify to the passage of this resolution and make not less than one copy of the adopted resolution available for inspection by the public during regular business hours.

INTRODUCED, READ, PASSED, AND ADOPTED THIS 14TH DAY OF JUNE, 2021.

ATTEST:

By


Mary E. Strutt, MME Town Clerk

The seal of the Town of Mead, Colorado, is circular with a double-line border. The outer ring contains the text "TOWN OF MEAD" at the top and "MEAD COUNTY, COLORADO" at the bottom. The inner circle features a five-pointed star in the center.

TOWN OF MEAD

By


Colleen G. Whitlow, Mayor

EXHIBIT A
Town of Mead Job Titles Listed by Salary Grade

Town of Mead Job Titles Listed by Salary Grade

2021

Job Title	2018 Range Minimum	Proposed New Minimum	2018 Range Midpoint	Proposed New Midpoint	2018 Range Maximum	Proposed New Maximum
Salary Grade 50	\$25,650		\$28,475		\$31,300	
School Crossing Guard	\$12.32		\$13.69		\$15.05	
Salary Grade 100	\$25,800		\$31,200		\$36,200	
Vacant Seasonal Maintenance Worker	\$12.40		\$15.00		\$17.40	
Salary Grade 200	\$28,300	\$31,200	\$34,000	\$36,400	\$39,700	\$41,600
Vacant Intern (School)	\$13.61	\$15.00	\$16.35	\$17.50	\$19.09	\$20.00
Salary Grade 300	\$31,800	\$36,400	\$38,950	\$45,760	\$46,100	\$55,120
Maintenance Worker I	\$15.29	\$17.50	\$18.73	\$22.00	\$22.16	\$26.50
Senior Coordinator						
Salary Grade 400	\$34,500	\$38,646	\$42,265	\$47,340	\$50,030	\$57,075
Administrative Clerk	\$16.59	\$18.58	\$20.32	\$22.76	\$24.05	\$27.44
Records Evidence Technician						
Maintenance Worker II						
Community Service Officer						
Salary Grade 500	\$38,000	\$42,556	\$46,500	\$52,083	\$55,000	\$61,588
Accounting/HR Clerk	\$18.27	\$20.46	\$22.36	\$25.04	\$26.44	\$29.61
Office Manager						
Permit Technician						
Deputy Court Clerk						
Recreation Coordinator						
Salary Grade 600	\$44,000	\$46,134	\$55,000	\$57,116	\$66,000	\$68,120
Planner I (move to Salary Grade 700)	\$21.15	\$22.18	\$26.44	\$27.46	\$31.73	\$32.75
Human Resources Generalist (vacant)						
Public Works Foreman						
Recreation Coordinator (move to 500)						
Planning Technician						
Salary Grade 700	\$49,700		\$62,150		\$74,600	
Planner II-Planner I	\$23.89		\$29.88		\$35.87	
Salary Grade 800	\$54,600		\$68,300		\$82,000	
Vacant Planner II	\$26.25		\$32.84		\$39.42	
Salary Grade 900	\$60,200	\$65,603	\$75,200	\$80,620	\$90,200	\$95,617
Public Works Operations Manager	\$28.94	\$31.54	\$36.15	\$38.76	\$43.37	\$45.97
Construction Inspector						
Salary Grade 1000	\$66,200	\$72,176	\$82,700	\$90,147	\$99,200	\$108,118
Director of Communications	\$31.83	\$34.70	\$39.76	\$43.34	\$47.69	\$51.98
Town Clerk						
Construction Manager						
Public Works Operations Manager						
Salary Grade 1050		\$80,000		\$106,662		\$127,961
Deputy Town Engineer		\$38.46		\$51.28		\$61.52
Salary Grade 1100	\$90,400	\$98,530	\$113,000	\$123,177	\$135,600	\$147,804
Planning Director	\$43.46	\$47.37	\$54.33	\$59.22	\$65.19	\$71.06
Salary Grade 1200	\$104,100	\$113,464	\$130,100	\$141,814	\$156,100	\$170,144
Chief of Police	\$50.05	\$54.55	\$62.55	\$68.18	\$75.05	\$81.80
Finance Director						
Town Engineer/ Public Works Director						

Salary Grade 1300	\$144,600	\$157,622	\$180,800	\$197,059	\$217,000	\$236,500
Town Manager	\$69.52	\$75.78	\$86.92	\$94.74	\$104.33	\$113.70