

R-26-29

A RESOLUTION ADOPTING THE AMENDED 2024 COMPENSATION PLAN FOR ALL COUNTY EMPLOYEES, INCLUDING THOSE OF ELECTED COUNTY OFFICIALS, AND RESCINDING RESOLUTION R-25-78

WHEREAS, the Clear Creek County Board of County Commissioners ("Board") desires to maintain a competitive compensation plan to attract, retain, and motivate qualified employees while adhering to the County's fiscal responsibilities; and

WHEREAS, on September 2, 2025, the Board adopted the 2024 Amended Compensation Plan ("Plan") by Resolution R-25-78; and

WHEREAS, from time to time the Compensation Plan must be updated to reflect organizational changes approved by the Board of County Commissioners through the budget process and other Board actions; and

WHEREAS, the Compensation Plan Guidelines previously referenced the potential use of traditional merit increases, which have not been consistently funded or implemented due to budgetary and operational considerations; and

WHEREAS, the Board approved converting the seasonal Laborer/Cashier Transfer Station position to a full-time year-round position during the 2026 budget process, and the seasonal position in Range 11 will therefore be removed from the Compensation Plan; and

WHEREAS, the Board approved structural changes within the Treasurer's Office in 2025, establishing two Chief Deputy Clerk positions and eliminating the Deputy Clerk Treasurer position; and

WHEREAS, the Sheriff's Office has reorganized administrative operations, resulting in the removal of the Captain: Administrative and Special Services position and the creation of a Special Services Lieutenant position in Range 26; and

WHEREAS, the Assistant to the Public Works Director/County Engineer position has been removed following the retirement of the Public Works Director and consolidation of responsibilities within the Public Works leadership structure; and

WHEREAS, during the 2026 budget process, the Board approved replacing the IT Director position with contracted information technology services; and

WHEREAS, grant funding has been restored for the Trek Teen Council Coordinator position, allowing the position to be reinstated within the Compensation Plan; and

WHEREAS, the Board approved the creation of a Long Range Planner position in Range 24 during the 2026 budget process to support long-term planning initiatives; and

WHEREAS, the Community Development Director position has been created in Range 28 to replace the previously eliminated Strategic and Community Planning Director position and reflect the County’s proposed organizational structure; and

WHEREAS, these updates have been reviewed for consistency and do not materially alter the overall structure of the Compensation Plan; and

WHEREAS, these changes are included in an Amended 2024 Compensation Plan ("Amended Plan"), comprised of Exhibit “A” and Exhibit “B” of this Resolution; and

WHEREAS, the Board recognizes the importance of a comprehensive compensation plan that reflects changes in the job market, updated job descriptions, and findings from the 2024 market study conducted using Payfactors from Payscale; and

WHEREAS, the Board strives to ensure equity and consistency in pay practices for all County employees, including those under elected officials and the Sheriff’s Office, while maintaining role-specific compensation structures such as step plans for certain Sheriff’s Office positions; and

WHEREAS, the Board further strives to apply data-driven compensation practices by utilizing Payfactors from Payscale to align salary grades and ranges with 100% of the survey market value of the midpoint, ensuring transparency and competitiveness; and

WHEREAS, the Amended Plan has a multi-year application, recognizing that employment positions, responsibilities, and economic conditions evolve over time, necessitating periodic adjustments to ensure the Amended Plan remains effective and relevant; and

WHEREAS, the Amended Plan is a "living document" subject to non-fundamental changes to reflect changing circumstances influencing compensation of employees; and

WHEREAS, the Board affirms that transitioning employees into the Amended Plan will be managed equitably, with adjustments to address pay compression and to ensure all eligible employees are compensated appropriately relative to their assigned ranges; and

WHEREAS, the Board supports the implementation of performance-based pay increases to reward contributions and align with the County's goals of fostering accountability and excellence among its workforce; and

WHEREAS, the Board acknowledges the need for cost-of-living adjustments (COLAs) and regular range reviews to maintain alignment with market conditions and ensure long-term sustainability of the Amended Plan; and

WHEREAS, the County Manager, in consultation with the Human Resources Director, shall have the authority to make non-fundamental changes to the Amended Plan, provided the Board is timely apprised, and such changes are subject to further Board action as necessary; and

WHEREAS, all County employee positions, including those of County elected officials, with the exception of Sheriff’s Office Detentions Deputy and Sheriff’s Office Deputy Sheriff-Patrol, are included in the Non-Exempt and Exempt Salary Grades/Ranges tables attached hereto as Exhibit “A” and the salary grades for the two Sheriff’s Office positions of Non-Certified Deputy and Certified Deputy are listed in a separate table attached hereto as Exhibit “B”; and

WHEREAS, it is recommended that the Amended Plan be effective immediately; and

WHEREAS, the Board affirms that any recommendations for modifications to the Amended Plan will be prepared with input from subject matter experts, ensuring consistency with organizational needs and alignment with market data.

NOW, THEREFORE, BE IT RESOLVED, by the Clear Creek County Board of County Commissioners, that the updated Clear Creek County Compensation Plan for All County Employees, Including Those of Elected Officials, attached hereto as Exhibit A & B, are hereby adopted.

BE IT FURTHER RESOLVED, the following positions are removed from Exhibit A of the Compensation Plan: Laborer/Cashier Transfer Station, Deputy Clerk Treasurer, Captain – Administrative and Special Services, Assistant to the Public Works Director / County Engineer, and IT Director.

BE IT EVEN FURTHER RESOLVED, the following positions are added to Exhibit A of the Compensation Plan: Trek Teen Council Coordinator, Special Services Lieutenant, Long Range Planner, and Community Development Director.

BE IT EVEN FURTHER RESOLVED, that the Amended Compensation Plan shall be effective as of March 17, 2026, and shall remain in full force and effect unless amended or rescinded by subsequent action of the Board of County Commissioners.

BE IT EVEN FURTHER RESOLVED, that Resolution R-25-78 is hereby rescinded effective as of the date of adoption of this Resolution.

ADOPTED this 17th day of March, 2026, at a regularly scheduled meeting of the Clear Creek County Board of County Commissioners.

Rebecca Lloyd, Chair

George Marlin, Commissioner

Jodie Hartman-Ball, Commissioner

ATTEST:

Deputy Clerk and Recorder
For Brenda L. Corbett
Clear Creek County Clerk and Recorder

The Amended 2024 Compensation Plan for All County Employees, Including Those of Elected County Officials, attached hereto as Exhibit A & B, are hereby accepted and approved:

Ron Thornton, County Sheriff

Brenda Corbett, County Clerk and Recorder

Chris Hegmann, County Coroner

Carol Lee, County Treasurer & Public Trustee

Donna Gee, County Assessor

Gary Fasel, County Surveyor

EXHIBIT A
Exempt and Non Exempt Grade and Range by Job Title
Rev 03-2026

Range	Type	Job Title	Minimum	Midpoint	Maximum	Spread			
10	Non-exempt	MYN Youth Advisor	\$ 32,552.00	\$ 38,064.00	\$ 43,576.00	34%			
		MYN Youth Advisor STEPP	\$ 15.65	\$ 18.30	\$ 20.95				
		Election Judge							
11	Non-exempt	Shelter Assistant	\$ 36,088.00	\$ 42,640.00	\$ 49,088.00	36%			
			\$ 17.35	\$ 20.50	\$ 23.60				
12	Non-exempt	Facilities Maintenance Worker*	\$ 40,248.00	\$ 47,736.00	\$ 55,224.00	37%			
		Laborer/Cashier TS	\$ 19.35	\$ 22.95	\$ 26.55				
		Property Transfer Technician/Mail Clerk							
		Trails Technician Deputy Coroner I							
13	Non-exempt	Bus Operator	\$ 44,928.00	\$ 53,456.00	\$ 61,984.00	38%			
		Administrative Assistant II R&B	\$ 21.60	\$ 25.70	\$ 29.80				
		Trek Teen Council Coordinator							
14	Non-exempt	MYN Youth Program Coordinator	\$ 50,128.00	\$ 59,904.00	\$ 69,680.00	39%			
		Records Technician	\$ 24.10	\$ 28.80	\$ 33.50				
		Ambulance Billing Specialist							
		Animal Control/CEO*							
		Appraiser Trainee*							
		Bookkeeper-Admin HS							
		Child Support Admin Tech							
		Deputy Clerk and Recorder*							
		Facilities Technician I							
		Inmate Program Coordinator							
		Planning & Building Services Assistant*							
		Accounting Specialist S.O.							
		Shelter Assistant Manager							
		IM Eligibility Case Manager-HS							
		15	Non-exempt	Administrative Assistant S.O.*	\$ 55,952.00		\$ 67,080.00	\$ 78,312.00	40%
				Deputy Clerk-Senior*	\$ 26.90		\$ 32.25	\$ 37.65	
Building Inspector*									
Caseworker I									
HR Generalist*									
Equipment Operator I									
Planner*									
Permit Services Technician*									
Code Enforcement Officer*									
Trails Supervisor*									
Office Administrator- HS									
Facilities Technician II									
Deputy Coroner II									
Entry-Level Mechanic									
MYN Youth Involvement Coordinator									
Court Security Officer									
Digital Evidence Custodian									
Accounts Payable Specialist									
Level 2 - Help Desk Tech*									
Emergency Medical Technician**									
CCIC/NCIC Terminal Agency Coordinator/Records Technician									
Deputy Clerk to the Board of County Commissioners*									

Range	Type	Job Title	Minimum	Midpoint	Maximum	Spread
16	Non-exempt	Public Health Administrative Assistant*	\$ 62,400.00	\$ 75,088.00	\$ 87,880.00	41%
		Deputy Coroner III	\$ 30.00	\$ 36.10	\$ 42.25	
		Equipment Operator II				
		Public Works Technician				
		Assistance Coordinator HS				
		Engineering Technician*				
		Kitchen Manager				
		Licensed Appraiser*				
		Administrative Specialist R&B Human Resources Analyst*				
17	Non-exempt	Plans Examiner*	\$ 69,576.00	\$ 84,136.00	\$ 98,800.00	42%
		GIS Specialist	\$ 33.45	\$ 40.45	\$ 47.50	
		Shop Foreman R&B				
		Equipment Operator III				
		HR Specialist				
		Senior Mechanic				
		Critical Care Paramedic (FTO \$1.50 increase)** Community Paramedic/911**				
18	Non-exempt	Chief Deputy Coroner	\$ 77,584.00	\$ 94,224.00	\$ 110,968.00	43%
		Building Maintenance Supervisor	\$ 37.30	\$ 45.30	\$ 53.35	
19	Non-exempt	Investigator	\$ 86,528.00	\$ 105,560.00	\$ 124,592.00	44%
		Executive Assistant/Senior Paralegal	\$ 41.60	\$ 50.75	\$ 59.90	
		Sergeant - Detentions				
		Sergeant-Patrol				
		Non Certified Sergeant				
		Administrative Sergeant EMS Captain**				
22	Exempt	Caseworker III	\$ 60,500.00	\$ 73,200.00	\$ 85,900.00	44%
		MYN Manager				
		Open Space Coordinator*				
		Transit Supervisor				
		Environmental Health Technician*				
		Veterans Service Officer* Planning & Building Services Operations Manager*				
23	Exempt	Public Health Nurse*	\$ 69,000.00	\$ 84,200.00	\$ 99,400.00	46%
		Environmental Health Specialist Manager*				
		Shelter Manager				
		Grants Administrator				
24	Exempt	Public Information Officer	\$ 78,700.00	\$ 96,800.00	\$ 114,900.00	48%
		Transfer Station Facility Manager				
		Strategic Communication Manager				
		Adult Protection Supervisor				
		School Resource Officer				
		Caseworker Supervisor				
		Emergency Management Director				
		Behavioral Health Co-Responder				
		Capital Projects Manager				
		District Supervisor-R&B				
		Nurse Practitioner - Public Health*				
		Systems Administrator*				
		Senior Accountant				
		Chief Deputy Treasurer and Public Trustee Long Range Planner				

Range	Type	Job Title	Minimum	Midpoint	Maximum	Spread
25	Exempt	Special Projects/Water Resources Manager* Captain: Quality Assurance Clinical Education** Psychologist Planning Manager* Public Lands Manager	\$ 89,800.00	\$ 111,300.00	\$ 132,900.00	50%
26	Exempt	Internal Services Director Lieutenant Patrol Lieutenant Detentions Special Services Lieutenant Correctional Nurse CCHAT Director - LCSW Chief Building Official*	\$ 102,400.00	\$ 128,000.00	\$ 153,600.00	52%
27	Exempt	Public Health Director Captain-Patrol Captain-Detentions EMS Director Administrative Services Director	\$ 116,900.00	\$ 147,200.00	\$ 177,600.00	54%
28	Exempt	Public Works Director Human Services Director Undersheriff Community Development Director	\$ 133,300.00	\$ 169,300.00	\$ 205,300.00	56%
29	Exempt	Finance Director Deputy County Manager Assistant County Attorney Human Resources Director	\$ 152,100.00	\$ 194,700.00	\$ 237,300.00	58%

* Based on 32 hours per week
** Based on 56 hours per week

hourly rate and annualized salary is based on 32 hours per week

EXHIBIT B
CCC Sheriff 7 Step Plan
Rev 08-2025

Step	Job Title	Annual Pay	Hourly	Spread
1	Non Certified Deputy	\$ 69,967.90	\$ 33.64	
2	Non Certified Deputy	\$ 72,067.04	\$ 34.65	3.00%
3	Non Certified Deputy	\$ 74,229.01	\$ 35.69	3.00%
4	Non Certified Deputy	\$ 76,455.87	\$ 36.76	3.00%
5	Non Certified Deputy	\$ 78,749.68	\$ 37.86	3.00%
6	Non Certified Deputy	\$ 81,111.47	\$ 39.00	3.00%
7	Non Certified Deputy	\$ 84,015.04	\$ 40.17	3.00%

Step	Job Title	Annual Pay	Hourly	Spread
1	Certified Deputy	\$ 90,902.53	\$ 43.70	
2	Certified Deputy	\$ 93,629.60	\$ 45.01	3.00%
3	Certified Deputy	\$ 96,438.49	\$ 46.36	3.00%
4	Certified Deputy	\$ 99,331.64	\$ 47.76	3.00%
5	Certified Deputy	\$ 102,311.59	\$ 49.19	3.00%
6	Certified Deputy	\$ 105,380.94	\$ 50.66	3.00%
7	Certified Deputy	\$ 108,542.37	\$ 52.18	3.00%