



Department Source: Human Resources

To: City Council

From: City Manager & Staff

Council Meeting Date: September 7, 2021

Re: Adopting the FY 2022 City of Columbia Classification and Pay Plan

Executive Summary

The ordinance adopts the City of Columbia Classification and Pay Plan for FY 2022. Changes result from labor negotiations, updated market pay data, and evaluation of positions and reorganization requests by departments. Changes are effective October 1, 2021.

Discussion

The City is in its ninth year of operating under the classification and compensation policy adopted in FY2014. Maintenance plan – positions assigned to a pay grade with a midpoint of \$60,000 or less and not previously revised for FY2021 were reviewed.

FY 2022 changes to the Classification and Pay Plan reflect new classifications, consolidated classifications, reassigned classifications, title changes, upgrades, changes in classification and FLSA status, and pay range adjustments. Reorganization requests were limited to significant and permanent operational changes required to comply with regulatory or legal mandates, or at the direction of the City Manager.

Adjustments are proposed to pay range structures for FY2022. The FY2022 proposed budget includes a series of pay increases for permanent employee who are not at or above the maximum pay range rate.

The FY2022 proposed budget includes.

- Increase pay ranges by 2.17 %.
- Move classifications to new pay grades as recommended by Paypoint HR.
- Across the board increase of 3% for unrepresented permanent employees.
- Move to new minimum for any employee paid below the new minimum for their classification.
- Incremental move to midpoint.
 - Increase base pay to 40% of the difference between the new midpoint and the minimum for 3 years' time in classification as of March 1, 2021.
 - Increase base pay to 70% of the difference between the new midpoint and the minimum for 4 years' time in classification as of March 1, 2021.
 - Increase base pay to the new midpoint for 5 years' time in classification as of March 1, 2021.
- Performance pay of 0.5% for eligible permanent employees.
- Adjust supervisor pay to ensure all supervisors are making 1% above what the highest paid employee they supervise makes (after the above mentioned components have



City of Columbia

701 East Broadway, Columbia, Missouri 65201

been calculated) unless different rates have been negotiated as part of a Collective Bargaining Agreement.

- Employee pay and pay plan ranges changed to 2 decimal points.
- Pay increases for positions represented by the Columbia Police Officer Association, Columbia Professional Firefighter I.A.F.F. Local 1055 and Laborers' International Union of North America, Local 955 are based on Collective Bargaining Agreements.
- Changes are effective September 19, 2021. The proposed pay plan and amendment sheet are attached.

Fiscal Impact

Short-Term Impact: All cost associated with implementation of the ordinance provisions have been included in the FY2022 Budget.

Long-Term Impact: Annual review and calculation.

Strategic & Comprehensive Plan Impact

Strategic Plan Impacts:

Primary Impact: Organizational Excellence, Secondary Impact: Not Applicable, Tertiary Impact: Not Applicable

Comprehensive Plan Impacts:

Primary Impact: Not Applicable, Secondary Impact: Not applicable, Tertiary Impact: Not Applicable

Legislative History

Date	Action
October 1, 2021	Section 114.496: Policy Res. 194.13; Supporting a compensation philosophy for employees of the City of Columbia, Missouri that reflects the values and goals of the City. Approval of this ordinance change will improve the organizational effectiveness for the city.

Suggested Council Action

Approve the proposed ordinance.