



Department Source: Human Resources

To: City Council

From: City Manager & Staff

Council Meeting Date: September 3, 2019

Re: Adopting the FY 2020 City of Columbia Classification and Pay Plan.

## Executive Summary

The ordinance adopts the City of Columbia Classification and Pay Plan for FY 2020. Changes result from labor negotiations, updated market pay data, and evaluation of positions and reorganization requests by departments. Changes are effective September 22, 2019.

## Discussion

The FY 2020 changes to the Classification and Pay Plan reflect new classifications, closed 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. Eight (8) reorganization requests were reviewed.

Adjustments are proposed to pay range structures for FY 2020. The FY 2020 proposed budget includes a series of pay increases for permanent employees who are not at or above the maximum pay range rate. All changes are included in the FY 2020 proposed budget document.

The FY 2020 proposed budget includes:

- Adoption of pay ranges recommended by Paypoint HR.
- Move 43 classifications to new pay grades recommended by Paypoint HR (classifications 10% or more below market).
- Move to new minimum pay adjustment for any employee paid below new minimum of their classification.
- Incremental move to midpoint pay adjustments based on time in classification to address turnover issue in the 1 to 5 year tenure group. A minimum evaluation score is required.
- One-time time-in-classification pay adjustment to address pay compression for employees with more than 5 years in classification. The increase is calculated as a 0.5% increase for each year above 5 years in classification. A minimum evaluation score is required.
- Across the board increase of 0.5% (0.25% ATB for employees in classifications represented by CPOA).
- Pay grade maximums will increase by the 0.5% across the board percentage.



# City of Columbia

701 East Broadway, Columbia, Missouri 65201

Changes are effective September 22, 2019. The proposed plan and amendment sheet are attached.

## Fiscal Impact

Short-Term Impact: All costs associated with implementation of the ordinance provisions have been included in the FY 2020 Budget.

Long-Term Impact: Annual review and calculation.

## Strategic & Comprehensive Plan Impact

### Strategic Plan Impacts:

Primary Impact: Operational Excellence, Secondary Impact: Secondary, Tertiary Impact: Tertiary

### Comprehensive Plan Impacts:

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

## Legislative History

Date	Action
10/07/13	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.

## Suggested Council Action

Approve the proposed ordinance.