



City of Columbia

701 East Broadway, Columbia, Missouri 65201

Department Source: Human Resources

To: City Council

From: City Manager & Staff

Council Meeting Date: September 2, 2025

Re: Amending Chapter 2 as it relates to departments and Chapter 19 as it relates to personnel policies, procedures, rules and regulations.

Executive Summary

Amendments to Chapter 2, Administration and Chapter 19, Personnel Policies, are outlined for FY 2026. Changes are effective September 28, 2025 and January 1, 2026.

Discussion

Proposed changes for Chapter 2 and Chapter 19 effective September 28, 2025 include:

Section 2-177 Departments listed.

Amend to reflect current departments.

Section 19-4 Definitions.

Amend definition of unclassified service to add Airport Manager.

Section 19-37 Candidacy for public office.

Remove the requirement for employees to take a leave of absence upon declaring candidacy for an elective public office, unless a conflict of interest exists.

Section 19-124 Compensatory time leave.

Increase the maximum accrual limit from 160 to 200 hours for most eligible employees.

Section 19-129 Vacation leave.

Increase annual vacation accruals for general employees by approximately 8 hours per tier, increase maximum accrual limit, and introduce a new tier for employees with 25+ years of service. Employees represented by the Columbia Police Lieutenants' Association declined the offer to increase vacation accruals and will maintain their current accrual rates.

Proposed changes for Chapter 19 effective January 1, 2026 include:

Section 19-110. General benefits.

Increase City contribution for employee-only medical coverage from \$608.51 per month to:

- 90% of the premium for the \$750 deductible PPO Plan
- 95% of the premium for the \$1,500 deductible PPO Plan
- 100% of the premium for the High Deductible Health Plan

This partially offsets the 10% increase to gross premium rates under the self-insured medical plan.



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Increase City contributions for dependent coverage as follows:

- Employee + Spouse \$843.66/month to \$967.34/month
- Employee + Child(ren) \$772.76/month to \$873.70/month
- Employee + Family \$1,070.13/month to \$1,245.39/month

Increase annual City contributions to Health Savings Accounts (HSA) as follows:

- Single coverage from \$1,500 to \$1,700
- Family coverage from \$3,000 to \$3,400.

Lastly, the Ordinance is further amended to clarify that HSA contributions are made on a bi-monthly basis.

Fiscal Impact

Short-Term Impact: All costs associated with implementation of Ordinance changes have been included in the FY 2026 Budget.

Long-Term Impact: Based on annual budget and collective bargaining process

Strategic & Comprehensive Plan Impact

Strategic Plan Impacts:

Primary Impact: Organizational Excellence, Secondary Impact: Secondary, Tertiary Impact: Tertiary

Comprehensive Plan Impacts:

Primary Impact: Primary, Secondary Impact: Secondary, Tertiary Impact: Tertiary

Legislative History

Date	Action
09/16/2024	Amending Chapter 19 as it relates to personnel policies, procedures, rules and regulations. B210-24
09/18/2023	Amending Chapter 19 of the City Code as it relates to personnel policies, procedures, rules and regulations. B209-23

Suggested Council Action

Approve amendments to Chapter 2 and Chapter 19.