



Department Source: Human Resources

To: City Council

From: City Manager & Staff

Council Meeting Date: September 3, 2024

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

Executive Summary

Amendments to Chapter 19, Personnel Policies, are outlined for FY 2025. Changes are effective October 1, 2024 and January 1, 2025.

Discussion

Proposed changes for Chapter 19 effective October 1, 2024 include:

Section 19-4 Definitions.

Amend Unclassified service to remove the Trust Administrator and add the new classification of Violence Prevention Administrator.

Section 19-84 Promotions, reassignments, market adjustments, transfers and demotions.

Amend to allow the department director to recommend and the Human Resources Director to approve exceptions, as unusual circumstances may justify, to the 10% or new minimum pay increase for promotions.

Section 19-99 Temporary assignment pay and educational incentives.

Amend to reflect the addition of a 2.5% temporary pay for employees designated as Commercial Driver's License (CDL) behind-the-wheel trainers.

Proposed changes for Chapter 19 effective January 1, 2025 include:

19-110. General benefits.

Amend to increase city contribution for employee-only medical coverage from \$608.51 per month to \$640.61 per month. This covers the 4.82% increase to gross premium rates under the self-insured medical plan. City contributions for dependent coverage are also increased:

- Employee + Spouse \$777.78/month to \$843.66/month
- Employee + Child(ren) \$719.07/month to \$772.76/month
- Employee + Family \$976.24/month to \$1,070.13/month



City of Columbia

701 East Broadway, Columbia, Missouri 65201

Fiscal Impact

Short-Term Impact: All costs associated with implementation of Chapter 19 changes have been included in the FY 2025 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
09/18/2023	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 19, Personnel policies.