

PROCEDURE 301-1

PAY TABLES

Effective 07-29-2022, Resolution No. 023-22

Pay Table Structure and Maintenance

The pay tables reflect a market competitive pay range for each position based on its classification. The Department of Human Resources will periodically analyze the external market to ensure that the pay structure is competitive. The Department of Human Resources will recommend any changes to the pay structure as a part of the annual budget process or other times, as necessary. The County Manager must approve recommended changes.

The pay ranges for positions up to grade 15 are based on the median of the local Kansas City marketplace. The pay ranges for positions classified 16-28 are based on the regional market including the Kansas City Metropolitan Area and/or the comparator organizations approved by the County Manager.

Effect of Pay Table Adjustments

Employees earning below the new pay range minimum will receive a market adjustment to increase their base pay rate to the new pay range minimum. If a market adjustment is implemented on the same day as a merit pay rate increase, the market adjustment will be applied first.

If a change in an employee's pay range results in the employee's current pay rate being at or above the maximum of the new pay range, the employee's base pay will not be reduced, but the employee will not be eligible for future base pay rate increases until the employee's wages are within the applicable pay range.