



CITY OF HOUSTON - CITY COUNCIL

Meeting Date: 9/16/2025

Item Creation Date:

HR-Classification Plan Amend 2025-495 (Exhibit A)

Agenda Item#: 24.

Summary:

ORDINANCE amending City's Master Classification Plan (City of Houston Ordinance No. 1998-834, Exhibit A) as most recently amended by Ordinance No. 2025-495; to create three (3) new job classifications; change three (3) and delete four (4) job classifications; providing a repealer; providing for severability

Background:

The Human Resources Department recommends the following revisions to the City's Master Classification Ordinance (Exhibit A) by creating 3 new jobs, changing 3 jobs and deleting 4 jobs.

AMEND MASTER CLASSIFICATION ORDINANCE

A. New Jobs

<u>Job Title</u>	<u>Pay Grade</u>
Airport Customer Service Agent	13
Terminal Operations Officer	17
Airport Terminal Operations Supervisor	23

B. Change Jobs

<u>Current Job Title</u>	<u>Current Pay Grade</u>	<u>New Job Title</u>
Landside Agent	13	Traffic Operations Agent

Human Resources and Houston Airport System propose the above new job classifications and revised job title for a career ladder in Terminal Operations that better aligns with the duties and responsibilities needed.

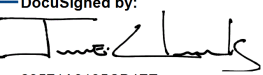
<u>Current Job Title</u>	<u>Current Pay Grade</u>	<u>New Pay Grade</u>
Airport Emergency Management Program Manager	23	28
Airport Emergency Management Specialist	21	24

Human Resources and Houston Police Department propose the above pay grade changes to better align with similarly specialized jobs in the City.

C. Delete Jobs

<u>Job Title</u>	<u>Grade</u>
Associate Planner	13
Planner	16
Planner Leader	24
Senior Planner	20

The above jobs are no longer needed. This job series was replaced with another career ladder.

DocuSigned by:

 23571A9195CB4FE...
 Jane Cheeks
 Human Resources Director

Prior Council Action:

2025-495 (Exhibit A)

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ATTACHMENTS:

Description

Coversheet
Ordinance
Exhibit A
Prior Council Action

Type

Signed Cover sheet
Ordinance/Resolution/Motion
Contract/Exhibit
Backup Material