

St. Louis City Ordinance 63710

FLOOR SUBSTITUTE

BOARD BILL NO. [95] 388

INTRODUCED BY ALDERMAN Martie J. Aboussie

An ordinance relating to the appointment of and the salaries of certain employees in the Collector of Revenue's office pursuant to Section 82.610, Revised Statutes of Missouri, by repealing Ordinance 63160, approved May 31, 1994, (Chapter 4.44, Rev. Code, St. Louis, 1980, Anno.) and adopting nine (9) new sections and containing an emergency clause.

BE IT ORDAINED BY THE CITY OF ST. LOUIS AS FOLLOWS:

SECTION ONE. Ordinance 63160, approved May 31, 1994, (Chapter 4.44, Rev. Code, St. Louis, 1980, Anno.), is hereby repealed and a new ordinance and chapter is hereby enacted, to read as follows:

SECTION TWO. Pursuant to Section 82.610, Revised Statutes of Missouri, the Collector of Revenue is hereby authorized to appoint and employ the following officers and employees with bi weekly rates, in accordance with the following classification plan, to a grade with rates established in Section Three of this ordinance.

Title	Grade
Account Clerk I	8G
Account Clerk II	13G
Accountant I	16G
Accountant II	18G
Accounting Manager I	22M
Accounting Manager II	24M
Administrative Assistant I	15G
Administrative Assistant II	18M
Administrative Assistant to Collector	21M
Assistant Collector I	25M
Assistant Collector II	26M
Assistant Collector III	28M
Assistant Supervisor	16G
Audit Manager	23M

Auditor I	16G
Auditor II	19G
Buyer I	15G
Buyer II	18G
Cashier I	10G
Cashier II	13G
Cashier III	15G
Chief Investigator	17G
Chief Mail Clerk	13G
Clerical Aide	3G
Clerk I	5G
Clerk II	7G
Clerk III	10G
Clerk IV	13G
Clerk V	15G
Compliance Manager	18M
Custodian	4G

Title	Grade
Data Entry Operator I	6G
Data Entry Operator II	8G
Data Entry Supervisor	11G
Executive Assistant I	23M
Executive Assistant II	26M
First Assistant Collector	30M
Fiscal Executive	30M
Fiscal Manager	28M
Intergovernmental Affairs Officer	21M
Internal Auditor	20M
Investigator I	13G
Investigator II	15G
Messenger	3G
Mail Clerk I	5G
Mail Clerk II	7G
Manager	24M
Office Manager	16M
Personnel Assistant	10G
Personnel Manager I	24M

Personnel Manager II	27M
Receptionist	5G
Secretary/Stenographer to Collector	15G
Secretary I	9G
Secretary II	11G
Secretary III	13G
Security Manager I	14G
Security Manager II	17M
Security Officer	8G
Supervisor I	16M
Supervisor II	17M
Supervisor III	18M
Supervisor IV	19M
System Analyst I	21G
System Analyst II	24G
Taxpayer Affairs Manager	17M
Telephone Operator	5G
Telephone Operation Supervisor	7G
Typist Clerk I	6G
Typist Clerk II	8G
Typist Clerk III	9G

SECTION THREE.

(a) GENERAL PAY SCHEDULE

(1) There is hereby adopted as the compensation schedule for all pay grades which are denoted by the suffix "G" in Section Two of this ordinance, the following ranges of salary beginning with the bi weekly pay period starting June 23, 1996.

BI-WEEKLY RANGE OF PAY IN WHOLE DOLLARS

	GRADE	MINIMUM	MAXIMUM
	1G	503	677
	2G	526	707
	3G	550	741

4G	575	775
5G	603	811
6G	629	847
7G	660	887
8G	691	930
9G	723	975
10G	758	1020
11G	793	1068
12G	830	1119
13G	871	1174
14G	911	1225
15G	956	1286
16G	1002	1347
17G	1049	1411
18G	1101	1481
19G	1153	1550
20G	1210	1627
21G	1266	1703
22G	1328	1787
23G	1392	1874
24G	1461	1966
25G	1531	2059
26G	1605	2159
27G	1683	2263
28G	1767	2377
29G	1852	2492
30G	1943	2614
31G	2039	2743
32G	2139	2878
33G	2244	3020
34G	2354	3167
35G	2468	3323
36G	2591	3487

(2) The following bi weekly pay schedule for all pay grades denoted with the suffix "G" shall become effective beginning with the bi weekly pay period starting June 22, 1997:

BI-WEEKLY RANGE OF PAY IN WHOLE DOLLARS

GRADE MINIMUM MAXIMUM

1G	513	691
2G	537	721
3G	561	756
4G	587	791
5G	615	827
6G	642	864
7G	673	905
8G	705	949
9G	737	995
10G	773	1040
11G	809	1089
12G	847	1141
13G	888	1197
14G	929	1250
15G	975	1312
16G	1022	1374
17G	1070	1439
18G	1123	1511
19G	1176	1581
20G	1234	1660
21G	1291	1737
22G	1355	1823
23G	1420	1911
24G	1490	2005
25G	1562	2100
26G	1637	2202
27G	1717	2308
28G	1802	2425
29G	1889	2542
30G	1982	2666
31G	2080	2798
32G	2182	2936
33G	2289	3080
34G	2401	3230
35G	2517	3389

(b) MANAGEMENT PAY SCHEDULE:

(1) The following bi weekly pay schedule for all pay grades denoted with the suffix "M" shall become effective beginning with the bi-weekly pay period starting June 23, 1996:

BI-WEEKLY RANGE OF PAY IN WHOLE DOLLARS

	GRADE	MINIMUM	MAXIMUM
	16M	1002	1487
	17M	1049	1558
	18M	1101	1635
	19M	1153	1713
	20M	1210	1795
	21M	1266	1880
	22M	1328	1974
	23M	1392	2070
	24M	1461	2171
	25M	1531	2278
	26M	1605	2389
	27M	1683	2506
	28M	1767	2631
	29M	1852	2758
	30M	1943	2895
	31M	2039	3038
	32M	2139	3186
	33M	2244	3346
	34M	2354	3511
	35M	2468	3683
	36M	2591	3866

(b)MANAGEMENT PAY SCHEDULE

(2) The following bi weekly pay schedule for all pay grades denoted with the suffix "M" shall become effective beginning with the bi weekly pay period starting June 22, 1997:

BI-WEEKLY RANGE OF PAY IN WHOLE DOLLARS

	GRADE	MINIMUM	MAXIMUM
	16M	1022	1517
	17M	1070	1589
	18M	1123	1668
	19M	1176	1747
	20M	1234	1831
	21M	1241	1918
	22M	1355	2013
	23M	1420	2111
	24M	1490	2214
	25M	1562	2324
	26M	1637	2437
	27M	1717	2556
	GRADE	MINIMUM	MAXIMUM
	28M	1802	2684
	29M	1889	2813
	30M	1982	2953
	31M	2080	3099
	32M	2182	3250
	33M	2289	3413
	34M	2401	3581
	35M	2517	3757
	36M	2643	3943

SECTION FOUR. These salaries shall be paid out of fees collected, deducted and retained by the Collector of Revenue as provided by Sections 82.650 and 82.670, Revised Statutes of Missouri.

SECTION FIVE. (a) All pay schedules in Ordinance 63160 shall continue in effect until the beginning of the bi weekly pay period starting June 23,1996 at which time the rates to be paid to employees in positions of any class for which a rate is established or changed in Section Three (a)(1) and Section Three (b)(1)

of this ordinance shall be increased by a factor of two percent (2%), rounded to the nearest whole dollar, as determined by the appointing authority and be adjusted as follows:

(1) The bi-weekly salary of each employee whose pay range is established in Section Three (a)(1) and Section Three (b)(1) of this ordinance and whose class title remains unchanged or whose class title is changed to better describe his or her position and without a substantial revision in the class of position shall be increased by two percent (2%) rounded to the nearest whole dollar. This provision shall not apply to employees whose rate is deemed to be above the new maximum of the range as a result of demotion or reallocation.

(b) The pay schedules in Section 3 (a) (1) and 3 (b) (1) shall continue in effect until the bi-weekly pay period starting June 22, 1997 at which time the rates to be paid to employees in positions of any class for which a rate is established or changed in Section 3 (a) (2) or 3 (b) (2) of this ordinance shall become effective and be adjusted as follows:

(c) The salary of each employee whose pay range is established in Section 3 (a) (2) or 3 (b) (2) of this ordinance shall be increased by two percent (2%) to the nearest whole dollar, as determined by the appointing authority. This provision shall not apply to employees whose rate is deemed to be above the maximum of their new salary range except as provided in paragraph (d) below.

(d) No employee shall be reduced in salary by reason of the adoption of the new pay schedules in this ordinance.

(2) The salary of each employee whose pay range is established in Section Three (a) and Section Three (b) of this ordinance and whose class has been allocated to a higher pay grade in the appropriate pay schedule shall be increased to a rate which provides a two percent (2%) increase in addition to an increase which equals the amount of the pay grade reallocation.

(a) All employees shall be eligible for increases based upon satisfactory service as determined by the Collector, subject to the maximum salary limitation herein.

(b) Nothing in this section shall be construed as preventing the Collector from paying less than the maximum provided in this ordinance.

(c) Any employee whose salary upon effective date hereof exceeds the initial salary level for his position may be paid at the salary level that immediately exceeds his then current salary level.

SECTION SIX.

Salary adjustments for all employees shall be based on considerations of merit, equity, or success in fulfilling predetermined goals and objectives as herein provided.

(a) Positions for which salary is established in Section 2(a)-General Schedule, Section 2(b)-Management Schedule:

(1) Eligibility for 3% within-range increases shall be made at intervals of once a fiscal year.

(2) Any employee whose salary is established in Section 3(a) or 3(b) and whose services fail to meet the standards of performance necessary to qualify for increases in pay shall not receive the within-range increase otherwise allowed by this Section 6.

(b) The effective date of any within-range increase granted under provisions of Section 6(a)(1) shall be effective subject to the provisions set by Appointing Authority.

(c) An appointing authority may evaluate the performance of an employee whose salary is established in Section 3(a) or 3(b) of this ordinance for the purpose of a salary adjustment only at intervals as described above except in the case of:

(1) Exceptional performance of duties:

The appointing authority of an employee who demonstrates exceptional performance of duties or outstanding qualifications may, advance the employee by not more than five percent (5%)

(2) Substandard performance of duties:

The appointing authority of an employee whose level of performance is significantly diminished and no longer warrants payment at the current rate within the range may be decreased to a lower rate in the salary range.

The granting of any such increase or decrease in salary shall be made at the beginning of a payroll period.

(d) An appointing authority may approve a within-range salary adjustment in any whole dollar increment up to five percent (5%) of an employee's bi-weekly base.

(e) The pay of any employee may be decreased as a disciplinary action by an appointing authority to a lower rate or step within a salary range. The decrease shall not be greater than fifteen percent (15%) of the current salary rate. In no case shall the decrease be below the minimum of the pay range for the class. The appointing authority may determine that the pay decrease shall be effective for a specific number of bi-weekly pay periods.

SECTION SEVEN. Whenever the Collector of Revenue finds it necessary to add a new class or reallocate the grade of a class of position in the classification plan, the Collector shall allocate or reallocate the class to an appropriate grade in this ordinance and notify the Board of Aldermen of his action.

SECTION EIGHT. The passage of this ordinance being deemed necessary for the immediate preservation of the public peace, health and safety, it is hereby declared to be an emergency measure and the same shall take effect and be in force immediately upon its approval by the Mayor.

SECTION NINE. Ordinance 63160 and all other ordinances or parts of ordinances conflicting or inconsistent with the provisions of this ordinance are hereby repealed.

Legislative History				
1ST READING	REF TO COMM	COMMITTEE	COMM SUB	COMM AMEND
03/08/96	03/08/96	PE		
2ND READING	FLOOR AMEND	FLOOR SUB	PERFECTN	PASSAGE
03/15/96			03/22/96	03/22/96
ORDINANCE	VETOED		VETO OVR	
63710				