

# *St. Louis City Ordinance 64945*

FLOOR SUBSTITUTE

BOARD BILL NO. [00] 27

INTRODUCED BY ALDERMAN James Sondermann

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 64310, approved March 23, 1998, (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 64310, approved March 23, 1998, (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 Code, St. Louis, 1980, Anno.), is hereby repealed and a new ordinance and chapter is hereby enacted, to read as follows: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.

<b>Title</b>	<b>Grade</b>
Account Clerk I	8G
Account Clerk II	10G
Accountant I	10G
Accountant II	12G
Accountant III	13G
Accounting Manager I	14M
Accounting Manager II	15M
Administrative Assistant I	11G
Administrative Assistant II	13G
Administrative Assistant to Collector	14G



Fiscal Executive	17M
Fiscal Manager	17M
Intergovernmental Affairs Officer	14G
Internal Auditor	14G
Investigator I	10G
Investigator II	11G
Legal Manager	14M
Messenger	5G
Mail Clerk I	6G
Mail Clerk II	7G
Manager	15M
Office Manager	12M
Human Resource Assistant	9G
Human Resource Manager I	15M
Human Resource Manager II	16M
Paralegal	13G
Purchasing Manager	14M
Receptionist	6G
Records Manager	14M
Secretary/Stenographer to Collector	11G
Secretary I	8G
Secretary II	9G
Secretary III	10G
Security Manager I	11M
Security Manager II	12M
Security Officer	8G
Senior Assistant Collector	17M
Supervisor I	12M
Supervisor II	12M
Supervisor III	13M
Supervisor IV	14M
System Analyst I	14G
System Analyst II	15G
Tax Manager	14M

Taxpayer Affairs Manager	13M
Telephone Operator	6G
Telephone Operation Supervisor	7G
Typist Clerk I	6G
Typist Clerk II	8G
Typist Clerk III	8G

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" and "M" in Section Two of this ordinance, the following ranges of salary beginning with the bi weekly pay period starting June 18,2000.

BI-WEEKLY RANGE OF PAY IN WHOLE DOLLARS

<b>GRADE</b>	<b>MINIMUM</b>	<b>MAXIMUM</b>
5	592	887
6	645	967
7	703	1054
8	766	1149
9	835	1252
10	910	1365
11	992	1488
12	1081	1622
13	1197	1796
14	1377	2065
15	1583	2375
16	1821	2731
17	2094	3141
18	2408	3612
19	2769	4154

20	3185	4777
21	3440	5159
22	3715	5572
23	4012	6018

The following bi weekly pay schedule for all pay grades denoted with the suffix "G" and "M" shall become effective beginning with the bi weekly pay period starting June 17, 2001:

**BI-WEEKLY RANGE OF PAY IN WHOLE DOLLARS**

<b>GRADE</b>	<b>MINIMUM</b>	<b>MAXIMUM</b>
5	610	914
6	665	996
7	724	1086
8	789	1183
9	860	1290
10	937	1406
11	1022	1533
12	1113	1671
13	1233	1850
14	1418	2127
15	1630	2446
16	1876	2813
17	2157	3235
18	2480	3720
19	2852	4279
20	3281	4920
21	3543	5314
22	3826	5739
23	4132	6199

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 64310 shall continue in effect until the beginning of the bi weekly pay period starting June 18,2000 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) of this ordinance shall be increased by a factor of three percent (3%), 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) 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 three percent (3%) 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) shall continue in effect until the bi-weekly pay period starting June 17, 2001 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) 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) of this ordinance shall be increased by three percent (3%) 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 three percent (3%) increase in addition to a five percent (5%) increase, but not less than the minimum of the pay range.

(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 and Management Schedule:

(1) Eligibility for three percent 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) 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) 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 ten percent (10%).

(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 ten percent (10%) 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 64310 and all other ordinances or parts of ordinances conflicting or inconsistent with the provisions of this ordinance are hereby repealed.

## **Legislative History**

<b>1ST READING</b>	<b>REF TO COMM</b>	<b>COMMITTEE</b>	<b>COMM SUB</b>	<b>COMM AMEND</b>
04/28/00	04/28/00	PE	05/24/00	
<b>2ND READING</b>	<b>FLOOR AMEND</b>	<b>FLOOR SUB</b>	<b>PERFECTN</b>	<b>PASSAGE</b>
05/26/00			06/02/00	06/02/00
<b>ORDINANCE</b>	<b>VETOED</b>	<b>VETO OVR</b>	<b>SIGNED BY MAYOR</b>	
64945			06/12/00	