

Summary
Board Bill Number 15
Introduced by Alderman Rasheen Aldridge Jr.
May 1, 2026

An ordinance relating to the appointment of and salaries of certain employees of the St. Louis Board of Election Commissioners (the "Election Board") pursuant to §§ 115.045 and 115.049, Revised Statutes of Missouri ("RSMo."), by repealing Ordinance Number 71887; allocating certain other employees to a grade with rate; and including an emergency clause. The provisions of the sections contained in this ordinance shall be effective with the start of the first pay period after approval by the Mayor.

BOARD BILL NUMBER 15 INTRODUCED BY ALDERMAN RASHEEN ALDRIDGE

1 An ordinance relating to the appointment of and salaries of certain employees of the St. Louis
2 Board of Election Commissioners (the “Election Board”) pursuant to §§ 115.045 and 115.049,
3 Revised Statutes of Missouri (“RSMo.”), by repealing **Ordinance Number 71887**; allocating
4 certain other employees to a grade with rate; and including an emergency clause. The provisions
5 of the sections contained in this ordinance shall be effective with the start of the first pay period
6 after approval by the Mayor.

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

8 **SECTION ONE. Repealing Ordinance 71887.**

9 Ordinance Number **71887** is hereby repealed, and in lieu thereof a new ordinance and chapter are
10 hereby enacted, to read as follows.

11 **SECTION TWO. List Of Classes.**

12 Pursuant to §§ 115.045 and 115.049, RSMo., the Commissioners of the Election Board (the
13 “Commissioners”) are hereby authorized to appoint and employ the following employees with
14 bi-weekly rates, in accordance with the following classification plan, to a grade with rates
15 established in Section 3 of this ordinance:

- 16 A. Chairman of the Board of Election Commissioners - - - - - with a grade of 1C
- 17 B. Coordinator-Absentee - - - - - with a grade of 12G
- 18 C. Coordinator-Registration - - - - - with a grade of 12G
- 19 D. Deputy-MCVR - - - - -with a grade of 19M
- 20 E. Deputy-OPS - - - - -with a grade of 19M
- 21 F. Director - - - - -with a grade of 19M

- 1 G. Manager-ADA ----- with a grade of 17M
- 2 H. Manager-Budget/HR/MCVR -----with a grade of 17M
- 3 I. Manager-IT -----with a grade of 17M
- 4 J. Manager-PSI -----with a grade of 17M
- 5 K. Manager-Recruit/Outreach -----with a grade of 17M
- 6 L. Member of the Board of Election Commissioners -----with a grade of 3C
- 7 M. Poll Worker Coordinator----- with a grade of 15G
- 8 N. Assistant-MCVR----- with a grade of 11G
- 9 O. Secretary of the Board of Election Commissioners ----- with a grade of 2C
- 10 P. Trainer Systems Coordinator----- with a grade of 17M
- 11 Q. Warehouse ----- with a grade of 12G

12 **SECTION THREE. Official Pay Schedule for Classification Grades.**

13 A. General and Management Pay Schedule: The following bi-weekly pay schedule for
 14 all pay grades denoted with the suffix “G” or “M” shall become effective beginning
 15 with the bi-weekly pay period following the effective date of this ordinance:

16	Grade	9	10	11	12	13	15	17	19
17	<u>Step</u>								
18	<u>1</u>	1200	1210	1222	1270	1400	1839	2421	3189
19	<u>2</u>	1218	1228	1240	1289	1421	1867	2457	3237
20	<u>3</u>	1236	1247	1259	1308	1442	1895	2494	3285
21	<u>4</u>	1255	1265	1278	1328	1464	1923	2532	3335
22	<u>5</u>	1274	1284	1297	1348	1486	1952	2570	3385

1	<u>6</u>	1293	1304	1316	1368	1508	1981	2608	3435
2	<u>7</u>	1312	1323	1336	1389	1531	2011	2647	3487
3	<u>8</u>	1332	1343	1356	1410	1554	2041	2687	3539
4	<u>9</u>	1352	1363	1377	1431	1577	2072	2727	3592
5	<u>10</u>	1372	1384	1397	1452	1601	2103	2768	3646
6	<u>11</u>	1393	1404	1418	1474	1625	2134	2810	3701
7	<u>12</u>	1414	1425	1439	1496	1649	2166	2852	3756
8	<u>13</u>	1435	1447	1461	1518	1674	2199	2895	3813
9	<u>14</u>	1456	1468	1483	1541	1699	2232	2938	3870
10	<u>15</u>	1478	1490	1505	1564	1724	2265	2982	3928
11	<u>16</u>	1500	1513	1528	1588	1750	2299	3027	3987
12	<u>17</u>	1523	1535	1551	1612	1777	2334	3072	4047
13	<u>18</u>	1546	1559	1574	1636	1803	2369	3118	4107
14	<u>19</u>	1569	1582	1598	1660	1830	2404	3165	4169
15	<u>20</u>	1592	1606	1622	1685	1858	2440	3213	4232
16	<u>21</u>	1616	1630	1646	1711	1886	2477	3261	4295
17	<u>22</u>	1640	1654	1671	1736	1914	2514	3310	4360
18	<u>23</u>	1665	1679	1696	1762	1943	2552	3359	4425
19	<u>24</u>	1690	1704	1721	1789	1972	2590	3410	4491
20	<u>25</u>	1715	1730	1747	1815	2001	2629	3461	4559
21	<u>26</u>	1741	1756	1773	1843	2031	2668	3513	4627
22	<u>27</u>	1767	1782	1800	1870	2062	2708	3565	4696

1	<u>28</u>	1794	1809	1827	1898	2093	2749	3619	4767
2	<u>29</u>	1821	1836	1854	1927	2124	2790	3673	4838
3	<u>30</u>	1848	1863	1882	1985	2156	2832	3728	4911

4 B. Commissioners’ Pay Schedule: The following bi-weekly pay schedule for all pay
5 grades denoted with the suffix “C” shall become effective beginning with the bi-
6 weekly pay period following the effective date of this ordinance. The pay grades
7 denoted with the suffix “C” are required by § 115.035, RSMo.

- 8 1. Grade 1C shall have the bi-weekly pay of \$288.46
- 9 2. Grade 2C shall have the bi-weekly pay of \$288.46
- 10 3. Grade 3C shall have the bi-weekly pay of \$230.77

11 **SECTION FOUR. Salary Adjustment.**

12 A. All pay schedules established by Ordinance Number 71887 shall continue in effect
13 until the beginning of the bi-weekly pay period effective upon passage of this
14 ordinance.

15 B. Salary adjustment for all employees of the Election Board shall be based on
16 consideration of merit, equity, or success in fulfilling predetermined goals and
17 objectives as herein provided.

18 C. An appointing authority shall evaluate the performance of all employees whose salary
19 is established in Section Two of this ordinance for the purpose of salary adjustment.
20 On or about December 1 of each year following approval of this ordinance, the
21 Directors of the Election Board shall submit to the Commissioners evaluations of all
22 employees whose pay grades are denoted by suffixes “G” and “M”. These

1 consideration of these evaluations by the Commissioners shall be the basis for salary
2 adjustments:

3 1. Annual Merit Increase: Any employee whose salary is established in Section
4 Two of this ordinance shall receive an annual service rating. This service
5 rating with the standards of performance established by the Election Board
6 shall determine eligibility for a one-step one and one-half percent (1.5%)
7 within-range (merit) increase.

8 2. Exceptional Performance of Duties: The Commissioners may grant a within-
9 range salary adjustment in any whole dollar increment up to a ten percent
10 (10%) increase of an employee's bi-weekly base. The Commissioners may
11 increase the salary of an employee who demonstrates exceptional performance
12 of duties after serving twenty-six (26) weeks of employment at the same rate
13 in the salary range by not more than ten percent (10%) or the closest step in
14 the pay range which provides for not more than a ten percent (10%) increase.
15 This increase may be in addition to any merit increase received.

16 3. All full-time employees whose salary is established in Section 3(A) – General
17 and Management Pay Schedule whose bi-weekly rate is within the range of
18 pay or above the maximum of the range of pay shall have their bi-weekly rate
19 increased by three percent (3%) or to the minimum of the bi-weekly pay range
20 for their job classification, whichever is greater, effective June 14, 2026.

21 4. All full-time employees employed on May 31, 2026, whose salary is
22 established in Section 3(A)– General and Management Pay Schedule, shall

1 receive a one-time, lump sum payment of one thousand dollars (\$1,000.00)
2 paid on June 5, 2026.

3 5. Substandard Performance of Duties: The Commissioners may reduce the
4 salary of an employee whose level of performance or assigned duties is
5 significantly diminished and no longer warrants payment at the employee's
6 range set forth in Section Two of this ordinance. The pay of any employee
7 may be decreased as a disciplinary action at the discretion of the
8 Commissioners. Any such decrease shall be made in accordance with
9 established Election Board disciplinary procedures. The decrease shall not be
10 greater than fifteen percent (15%) of the current salary range. The decrease
11 may be below the minimum pay range for the class. At the discretion of the
12 Commissioners, a salary decrease may be made for a specific number of bi-
13 weekly pay periods or for an undetermined time.

14 D. The granting of any salary increase or decrease shall be made at the beginning of a
15 payroll period.

16 E. This ordinance serves as notice required by § 115.049, RSMo., to the President of the
17 Board of Aldermen and members of the Board of Estimate and Apportionment that
18 upon approval and implementation of the yearly budget of the City of St. Louis, the
19 Election Board is authorized to increase compensation of Election Board employees
20 as provided by the budget.

1 **SECTION FIVE. Changes To The Classification Plan.**

2 Whenever the Election Board finds it necessary to add a new class or change the pay schedule or
3 grade of an existing class, the Election Board shall allocate the class to the appropriate grade and
4 schedule or make such amendment to the existing class and notify the Board of Aldermen of this
5 action.

6 **SECTION SIX. Overtime.**

7 Pay grades denoted with the suffix “M” or “C” are exempt from overtime compensation. Pay
8 grades denoted with the suffix “G” are non-exempt classes that receive overtime compensation at
9 the one and one-half times (1.5x) rate.

10 **SECTION SEVEN. Holidays.**

11 A. The Election Board shall grant holiday leave with pay, holiday pay, or compensatory
12 holiday time off in lieu of pay to employees working full-time who are paid a bi-
13 weekly rate on the following designated holidays as observed by the State of
14 Missouri:

- 15 1. New Year’s Day
- 16 2. Rev. Martin Luther King, Jr. Day
- 17 3. Lincoln’s Birthday
- 18 4. Presidents’ Day
- 19 5. Truman Day
- 20 6. Memorial Day
- 21 7. Juneteenth Day
- 22 8. Independence Day

1 9. Labor Day

2 10. Columbus Day

3 11. Veteran's Day

4 12. Thanksgiving Day

5 13. Day after Thanksgiving Day

6 14. Christmas Day

7 B. The Election Board shall not grant holiday leave with pay, holiday pay, or
8 compensatory holiday time off except as provided in this Section Seven. Employees
9 working full time and paid a bi-weekly rate whose pay is established in this
10 compensation ordinance shall receive leave with pay or compensatory time off in lieu
11 of pay as holiday compensation in an amount that is proportionate to the number of
12 hours the employee is regularly scheduled to work in a day.

13 C. When the day of observance of a holiday is changed by State or Federal law, it will be
14 so observed by the City of St. Louis. When the day of observance of a holiday is
15 changed by State or Federal executive action, the Mayor shall determine the day of
16 observance by the City of St. Louis. When the date of observance is determined by
17 State law, the Election Board shall observe the date determined by the State. When
18 one of the above enumerated holidays occurs on Sunday, the following Monday shall
19 be observed as the holiday. When one of the above holidays occurs on Saturday, the
20 preceding Friday shall be observed as the holiday.

21 D. The Election Board shall determine the manner of granting holidays. When full-time
22 employees are required to work on a holiday they shall be entitled to compensation

1 for the holiday and the hours actually worked. Compensation for the holiday shall be
2 in an amount proportionate to the number of hours an employee is regularly
3 scheduled to work in a day.

4 **SECTION EIGHT. Severability Clause.**

5 The Sections of this Ordinance shall be severable. In the event that any Section of this
6 Ordinance is found by a court of competent jurisdiction to be illegal or unconstitutional, the
7 remaining Sections of this Ordinance are valid, unless the court finds the valid Sections of this
8 Ordinance are so essentially and inseparably connected with, and so dependent upon, the void
9 Section that it cannot be presumed that the Board of Aldermen would have enacted the valid
10 Sections without the void Sections; or unless the court finds the valid Sections, standing alone,
11 are incomplete and incapable of being executed in accordance with the legislative intent.

12 **SECTION NINE. Emergency Clause.**

13 This being an ordinance either making an appropriation for the payment of principal or interest
14 of the public debt, or for current expenses of the city government; any general appropriation
15 ordinance; or is an ordinance fixing a tax rate, it is hereby declared to be an emergency measure
16 within the meaning of Sections 19 and 20 of Article IV of the Charter, and, therefore, this
17 Ordinance shall be effective with the start of the first pay period after approval by the Mayor.

ORDINANCE NUMBER 71887

BOARD BILL NUMBER 48 INTRODUCED BY ALDERMAN RASHEEN ALDRIDGE

1 An ordinance relating to the appointment of and salaries of certain employees of the St. Louis
2 Board of Election Commissioners (the “Election Board”) pursuant to §§ 115.045 and 115.049,
3 Revised Statutes of Missouri (“RSMo.”), by repealing **Ordinance Number 71702**; allocating
4 certain other employees to a grade with rate; and including an emergency clause. The provisions
5 of the sections contained in this ordinance shall be effective with the start of the first pay period
6 after approval by the Mayor.

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

8 **SECTION ONE. Repealing Ordinance 71702.**

9 **Ordinance Number 71702** is hereby repealed, and in lieu thereof a new ordinance and chapter
10 are hereby enacted, to read as follows.

11 **SECTION TWO. List of Classes.**

12 Pursuant to §§ 115.045 and 115.049, RSMo., the Commissioners of the Election Board (the
13 “Commissioners”) are hereby authorized to appoint and employ the following employees with
14 bi-weekly rates, in accordance with the following classification plan, to a grade with rates
15 established in Section 3 of this ordinance:

- 16 A. Chairman of the Board of Election Commissioners - - - - - with a grade of 1C
- 17 B. Coordinator-Absentee - - - - - with a grade of 12G
- 18 C. Coordinator-Registration - - - - - with a grade of 12G
- 19 D. Deputy-MCVR - - - - -with a grade of 19M
- 20 E. Deputy-OPS - - - - -with a grade of 19M
- 21 F. Director - - - - -with a grade of 19M

- 1 G. Manager-ADA ----- with a grade of 17M
- 2 H. Manager-Budget/HR/MCVR -----with a grade of 17M
- 3 I. Manager-IT -----with a grade of 17M
- 4 J. Manager-PSI -----with a grade of 17M
- 5 K. Manager-Recruit/Outreach -----with a grade of 17M
- 6 L. Member of the Board of Election Commissioners -----with a grade of 3C
- 7 M. Assistant-MCVR----- with a grade of 11G
- 8 N. Secretary of the Board of Election Commissioners ----- with a grade of 2C
- 9 O. Tabulation/Voting Systems -----with a grade of 13G
- 10 P. Trainer/MCVR ----- with a grade of 12G
- 11 Q. Warehouse ----- with a grade of 12G

12 **SECTION THREE. Official Pay Schedule for Classification Grades.**

13 A. General and Management Pay Schedule: The following bi-weekly pay schedule for
 14 all pay grades denoted with the suffix “G” or “M” shall become effective beginning
 15 with the bi-weekly pay period following the effective date of this ordinance:

16	Grade	9	10	11	12	13	15	17	19
17	<u>Step</u>								
18	<u>1</u>	1200	1210	1222	1270	1400	1839	2421	3189
19	<u>2</u>	1218	1228	1240	1289	1421	1867	2457	3237
20	<u>3</u>	1236	1247	1259	1308	1442	1895	2494	3285
21	<u>4</u>	1255	1265	1278	1328	1464	1923	2532	3335
22	<u>5</u>	1274	1284	1297	1348	1486	1952	2570	3385
23	<u>6</u>	1293	1304	1316	1368	1508	1981	2608	3435

1	<u>7</u>	1312	1323	1336	1389	1531	2011	2647	3487
2	<u>8</u>	1332	1343	1356	1410	1554	2041	2687	3539
3	<u>9</u>	1352	1363	1377	1431	1577	2072	2727	3592
4	<u>10</u>	1372	1384	1397	1452	1601	2103	2768	3646
5	<u>11</u>	1393	1404	1418	1474	1625	2134	2810	3701
6	<u>12</u>	1414	1425	1439	1496	1649	2166	2852	3756
7	<u>13</u>	1435	1447	1461	1518	1674	2199	2895	3813
8	<u>14</u>	1456	1468	1483	1541	1699	2232	2938	3870
9	<u>15</u>	1478	1490	1505	1564	1724	2265	2982	3928
10	<u>16</u>	1500	1513	1528	1588	1750	2299	3027	3987
11	<u>17</u>	1523	1535	1551	1612	1777	2334	3072	4047
12	<u>18</u>	1546	1559	1574	1636	1803	2369	3118	4107
13	<u>19</u>	1569	1582	1598	1660	1830	2404	3165	4169
14	<u>20</u>	1592	1606	1622	1685	1858	2440	3213	4232
15	<u>21</u>	1616	1630	1646	1711	1886	2477	3261	4295
16	<u>22</u>	1640	1654	1671	1736	1914	2514	3310	4360
17	<u>23</u>	1665	1679	1696	1762	1943	2552	3359	4425
18	<u>24</u>	1690	1704	1721	1789	1972	2590	3410	4491
19	<u>25</u>	1715	1730	1747	1815	2001	2629	3461	4559
20	<u>26</u>	1741	1756	1773	1843	2031	2668	3513	4627
21	<u>27</u>	1767	1782	1800	1870	2062	2708	3565	4696
22	<u>28</u>	1794	1809	1827	1898	2093	2749	3619	4767
23	<u>29</u>	1821	1836	1854	1927	2124	2790	3673	4838

1 30 1848 1863 1882 1985 2156 2832 3728 4911

2 B. Commissioners' Pay Schedule: The following bi-weekly pay schedule for all pay
3 grades denoted with the suffix "C" shall become effective beginning with the bi-
4 weekly pay period following the effective date of this ordinance. The pay grades
5 denoted with the suffix "C" are required by § 115.035, RSMo.

6 1. Grade 1C shall have the bi-weekly pay of \$288.46

7 2. Grade 2C shall have the bi-weekly pay of \$288.46

8 3. Grade 3C shall have the bi-weekly pay of \$230.77

9 **SECTION FOUR. Salary Adjustment.**

10 A. All pay schedules established by **Ordinance Number 71702** shall continue in effect
11 until the beginning of the bi-weekly pay period effective upon passage of this
12 ordinance.

13 B. Salary adjustment for all employees of the Election Board shall be based on
14 consideration of merit, equity, or success in fulfilling predetermined goals and
15 objectives as herein provided.

16 C. An appointing authority shall evaluate the performance of all employees whose salary
17 is established in Section Two of this ordinance for the purpose of salary adjustment.

18 On or about December 1 of each year following approval of this ordinance, the
19 Directors of the Election Board shall submit to the Commissioners evaluations of all
20 employees whose pay grades are denoted by suffixes "G" and "M". These
21 consideration of these evaluations by the Commissioners shall be the basis for salary
22 adjustments:

- 1 1. Annual Merit Increase: Any employee whose salary is established in Section
2 Two of this ordinance shall receive an annual service rating. This service
3 rating with the standards of performance established by the Election Board
4 shall determine eligibility for a one-step one and one-half percent (1.5%)
5 within-range (merit) increase.
- 6 2. Exceptional Performance of Duties: The Commissioners may grant a within-
7 range salary adjustment in any whole dollar increment up to a ten percent
8 (10%) increase of an employee’s bi-weekly base. The Commissioners may
9 increase the salary of an employee who demonstrates exceptional
10 performance of duties after serving twenty-six (26) weeks of employment at
11 the same rate in the salary range by not more than ten percent (10%) or the
12 closest step in the pay range which provides for not more than a ten
13 percent (10%) increase. This increase may be in addition to any merit increase
14 received.
- 15 3. Substandard Performance of Duties: The Commissioners may reduce the
16 salary of an employee whose level of performance or assigned duties is
17 significantly diminished and no longer warrants payment at the employee’s
18 range set forth in Section Two of this ordinance. The pay of any employee
19 may be decreased as a disciplinary action at the discretion of the
20 Commissioners. Any such decrease shall be made in accordance with
21 established Election Board disciplinary procedures. The decrease shall not be
22 greater than fifteen percent (15%) of the current salary range. The decrease
23 may be below the minimum pay range for the class. At the discretion of the

1 Commissioners, a salary decrease may be made for a specific number of bi-
2 weekly pay periods or for an undetermined time.

3 D. The granting of any salary increase or decrease shall be made at the beginning of a
4 payroll period.

5 E. This ordinance serves as notice required by § 115.049, RSMo., to the President of the
6 Board of Aldermen and members of the Board of Estimate and Apportionment that
7 upon approval and implementation of the yearly budget of the City of St. Louis, the
8 Election Board is authorized to increase compensation of Election Board employees
9 as provided by the budget.

10 **SECTION FIVE. Changes to the Classification Plan.**

11 Whenever the Election Board finds it necessary to add a new class or change the pay schedule or
12 grade of an existing class, the Election Board shall allocate the class to the appropriate grade and
13 schedule or make such amendment to the existing class and notify the Board of Aldermen of this
14 action.

15 **SECTION SIX. Overtime.**

16 Pay grades denoted with the suffix “M” are exempt from overtime compensation. Pay grades
17 denoted with the suffix “G” are non-exempt classes that receive overtime compensation at the
18 one and one-half times (1.5x) rate.

19 **SECTION SEVEN. Holidays.**

20 A. The Election Board shall grant holiday leave with pay, holiday pay, or compensatory
21 holiday time off in lieu of pay to employees working full-time who are paid a bi-

1 weekly rate on the following designated holidays as observed by the State of
2 Missouri:

- 3 1. New Year's Day
- 4 2. Rev. Martin Luther King, Jr. Day
- 5 3. Lincoln's Birthday
- 6 4. Presidents' Day
- 7 5. Truman Day
- 8 6. Memorial Day
- 9 7. Juneteenth Day
- 10 8. Independence Day
- 11 9. Labor Day
- 12 10. Columbus Day
- 13 11. Veteran's Day
- 14 12. Thanksgiving Day
- 15 13. Day after Thanksgiving Day
- 16 14. Christmas Day

17 B. The Election Board shall not grant holiday leave with pay, holiday pay, or
18 compensatory holiday time off except as provided in this Section Seven. Employees
19 working full time and paid a bi-weekly rate whose pay is established in this
20 compensation ordinance shall receive leave with pay or compensatory time off in lieu
21 of pay as holiday compensation in an amount that is proportionate to the number of
22 hours the employee is regularly scheduled to work in a day.

1 C. When the day of observance of a holiday is changed by State or Federal law, it will be
2 so observed by the City of St. Louis. When the day of observance of a holiday is
3 changed by State or Federal executive action, the Mayor shall determine the day of
4 observance by the City of St. Louis. When the date of observance is determined by
5 State law, the Election Board shall observe the date determined by the State. When
6 one of the above enumerated holidays occurs on Sunday, the following Monday shall
7 be observed as the holiday. When one of the above holidays occurs on Saturday, the
8 preceding Friday shall be observed as the holiday.

9 D. The Election Board shall determine the manner of granting holidays. When full-time
10 employees are required to work on a holiday they shall be entitled to compensation
11 for the holiday and the hours actually worked. Compensation for the holiday shall be
12 in an amount proportionate to the number of hours an employee is regularly
13 scheduled to work in a day.

14 **SECTION EIGHT. Severability Clause.**

15 The Sections of this Ordinance shall be severable. In the event that any Section of this
16 Ordinance is found by a court of competent jurisdiction to be illegal or unconstitutional, the
17 remaining Sections of this Ordinance are valid, unless the court finds the valid Sections of this
18 Ordinance are so essentially and inseparably connected with, and so dependent upon, the void
19 Section that it cannot be presumed that the Board of Aldermen would have enacted the valid
20 Sections without the void Sections; or unless the court finds the valid Sections, standing alone,
21 are incomplete and incapable of being executed in accordance with the legislative intent.

1 **SECTION NINE. Emergency Clause.**
2 This being an ordinance either making an appropriation for the payment of principal or interest
3 of the public debt, or for current expenses of the city government; any general appropriation
4 ordinance; or is an ordinance fixing a tax rate, it is hereby declared to be an emergency measure
5 within the meaning of Sections 19 and 20 of Article IV of the Charter, and, therefore, this
6 Ordinance shall become effective immediately upon its passage and approval of the Mayor of the
7 City.

ORDINANCE 71702
BOARD BILL NUMBER 64 AS AMENDED INTRODUCED BY ALDERWOMAN ANNE SCHWEITZER

1 An ordinance relating to the appointment of and salaries of certain employees of the St. Louis
2 Board of Election Commissioners (the “Election Board”) pursuant to §§ 115.045 and 115.049,
3 Revised Statutes of Missouri (“RSMo.”), by repealing **Ordinance Number 71513**; allocating
4 certain other employees to a grade with rate; and including an emergency clause. The provisions
5 of the sections contained in this ordinance shall be effective with the start of the first pay period
6 after approval by the Mayor.

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

8 **SECTION ONE.** **Ordinance Number 71513** is hereby repealed, and in lieu thereof a new
9 ordinance and chapter is hereby enacted, to read as follows.

10 **SECTION TWO.** Alphabetical List of Classes. Pursuant to §§ 115.045 and 115.049, RSMo.,
11 the Commissioners of the Election Board (the “Commissioners”) are hereby authorized to appoint
12 and employ the following employees with bi-weekly rates, in accordance with the following
13 classification plan, to a grade with rates established in Section 2 of this ordinance.

<u>TITLE</u>	<u>GRADE/SCHEDULE</u>
Absentee Supervisor	11 G
Assistant Deputy Director of Elections	15 M
Chairman of the Board of Election Commissioners	1 C
Deputy Director of Elections	17 M
Director of Elections	19 M
Judge Supervisor	12 G
Manager of Budget and Payroll	13 G
Manager of IT	13 G
Member of the Board of Election Commissioners	3 C
Operations Supervisor	12 G

1	Receptionist	9 G
2	Registration Assistant	10 G
3	Registration Coordinator	11 G
4	Registration Supervisor	12 G
5	Secretary of the Board of Election Commissioners	2 C
6	Tabulation Supervisor	13 G

7 **SECTION THREE. Official Pay Schedule for Classification Grades.**

8 A. General and Management Pay Schedule: The following bi-weekly pay schedule for all pay
9 grades denoted with the suffix “G” or “M” shall become effective beginning with the bi-weekly
10 pay period following the effective date of this ordinance.

11

<u>BI-WEEKLY RANGE OF PAY IN WHOLE DOLLARS</u>								
GRADE	9	10	11	12	13	15	17	19
STEP								
1	1200	1210	1222	1270	1400	1839	2421	3189
2	1218	1228	1240	1289	1421	1867	2457	3237
3	1236	1247	1259	1308	1442	1895	2494	3285
4	1255	1265	1278	1328	1464	1923	2532	3335
5	1274	1284	1297	1348	1486	1952	2570	3385
6	1293	1304	1316	1368	1508	1981	2608	3435
7	1312	1323	1336	1389	1531	2011	2647	3487
8	1332	1343	1356	1410	1554	2041	2687	3539
9	1352	1363	1377	1431	1577	2072	2727	3592
10	1372	1384	1397	1452	1601	2103	2768	3646
11	1393	1404	1418	1474	1625	2134	2810	3701
12	1414	1425	1439	1496	1649	2166	2852	3756
13	1435	1447	1461	1518	1674	2199	2895	3813
14	1456	1468	1483	1541	1699	2232	2938	3870
15	1478	1490	1505	1564	1724	2265	2982	3928
16	1500	1513	1528	1588	1750	2299	3027	3987
17	1523	1535	1551	1612	1777	2334	3072	4047
18	1546	1559	1574	1636	1803	2369	3118	4107
19	1569	1582	1598	1660	1830	2404	3165	4169
20	1592	1606	1622	1685	1858	2440	3213	4232
21	1616	1630	1646	1711	1886	2477	3261	4295
22	1640	1654	1671	1736	1914	2514	3310	4360
23	1665	1679	1696	1762	1943	2552	3359	4425

24	1690	1704	1721	1789	1972	2590	3410	4491
25	1715	1730	1747	1815	2001	2629	3461	4559
26	1741	1756	1773	1843	2031	2668	3513	4627
27	1767	1782	1800	1870	2062	2708	3565	4696
28	1794	1809	1827	1898	2093	2749	3619	4767
29	1821	1836	1854	1927	2124	2790	3673	4838
30	1848	1863	1882	1985	2156	2832	3728	4911

1 B. Commissioners' Pay Schedule: The following bi-weekly pay schedule for all pay grades
2 denoted with the suffix "C" shall become effective beginning with the bi-weekly pay period
3 following the effective date of this ordinance. The pay grades denoted with the suffix "C" are
4 required by § 115.035, RSMo.

5	<u>GRADE</u>	<u>BI-WEEKLY RATE</u>
6	1C	\$288.46
7	2C	\$288.46
8	3C	\$230.77

9 **SECTION FOUR. Salary Adjustment.**

10 A. All pay schedules established by Ordinance Number 71479 shall continue in effect until
11 the beginning of the bi-weekly pay period effective upon passage of this ordinance.

12 B. Salary adjustment for all employees of the Election Board shall be based on consideration
13 of merit, equity, or success in fulfilling predetermined goals and objectives as herein provided.

14 B. An appointing authority shall evaluate the performance of all employees whose salary is
15 established in Section Two A of this ordinance for the purpose of salary adjustment. On or about
16 December 1 of each year following approval of this ordinance, the Directors of the Election Board
17 shall submit to the Commissioners evaluations of all employees whose pay grades are denoted by

1 suffixes “G” and “M”. Consideration of these evaluations by the Commissioners shall be the basis
2 for salary adjustments.

3 1. Annual Merit Increase: Any employee whose salary is established in Section Two A of
4 this ordinance shall receive an annual service rating. This service rating with the standards
5 of performance established by the Election Board shall determine eligibility for a one-step
6 one and one-half percent (1.5%) within-range (merit) increase.

7 2. Exceptional Performance of Duties: The Commissioners may grant a within-range
8 salary adjustment in any whole dollar increment up to a ten percent (10%) increase of an
9 employee’s bi-weekly base. The Commissioners may increase the salary of an employee
10 who demonstrates exceptional performance of duties after serving twenty-six (26) weeks
11 of employment at the same rate in the salary range by not more than ten percent (10%) or
12 the closest step in the pay range which provides for not more than a ten percent (10%)
13 increase. This increase may be in addition to any merit increase received.

14 **3. Effective upon approval of the Mayor all full-time employees will receive a 3%**
15 **across the board increase in pay.**

16 4. Substandard Performance of Duties: The Commissioners may reduce the salary of an
17 employee whose level of performance or assigned duties is significantly diminished and
18 no longer warrants payment at the employee’s range set forth in Section Two A of this
19 ordinance. The pay of any employee may be decreased as a disciplinary action at the
20 discretion of the Commissioners. Any such decrease shall be made in accordance with
21 established Election Board disciplinary procedures. The decrease shall not be greater than
22 fifteen percent (15%) of the current salary range. The decrease may be below the minimum

1 pay range for the class. At the discretion of the Commissioners, a salary decrease may be
2 made for a specific number of bi-weekly pay periods or for an undetermined time.

3 C. The granting of any salary increase or decrease shall be made at the beginning of a payroll
4 period.

5 D. This ordinance serves as notice required by § 115.049, RSMo., to the President of the Board
6 of Aldermen and members of the Board of Estimate and Apportionment that upon approval and
7 implementation of the yearly budget of the City of St. Louis, the Election Board is authorized to
8 increase compensation of Election Board employees as provided by the budget.

9 **SECTION FIVE.** Changes to the Classification Plan. Whenever the Election Board finds it
10 necessary to add a new class or change the pay schedule or grade of an existing class, the Election
11 Board shall allocate the class to the appropriate grade and schedule or make such amendment to
12 the existing class and notify the Board of Aldermen of this action.

13 **SECTION SIX.** Overtime. Pay grades denoted with the suffix “M” are exempt from overtime
14 compensation. Pay grades denoted with the suffix “G” are non-exempt classes that receive
15 overtime compensation at the one and one-half times (1.5x) rate.

16 **SECTION SEVEN.** Holidays.

17 A. The Election Board shall grant holiday leave with pay, holiday pay, or compensatory holiday
18 time off in lieu of pay to employees working full-time who are paid a bi-weekly rate on the
19 following designated holidays as observed by the State of Missouri:

20 HOLIDAY
21 New Year’s Day
22 Rev. Martin Luther King, Jr. Day
23 Lincoln’s Birthday
24 Presidents’ Day

- 1 Truman Day
- 2 Memorial Day
- 3 Juneteenth Day
- 4 Independence Day
- 5 Labor Day
- 6 Columbus Day
- 7 Veterans Day
- 8 Thanksgiving Day
- 9 Day after Thanksgiving Day
- 10 Christmas Day

11 B. The Election Board shall not grant holiday leave with pay, holiday pay, or compensatory
12 holiday time off except as provided in this Section Six. Employees working full-time and paid a
13 bi-weekly rate whose pay is established in this compensation ordinance shall receive leave with
14 pay or compensatory time off in lieu of pay as holiday compensation in an amount that is
15 proportionate to the number of hours the employee is regularly scheduled to work in a day.

16 C. When the day of observance of a holiday is changed by State or Federal law, it will be so
17 observed by the City of St. Louis. When the day of observance of a holiday is changed by State or
18 Federal executive action, the Mayor shall determine the day of observance by the City of St. Louis.
19 When the date of observance is determined by State law, the Election Board shall observe the date
20 determined by the State. When one of the above enumerated holidays occurs on Sunday, the
21 following Monday shall be observed as the holiday. When one of the above holidays occurs on
22 Saturday, the preceding Friday shall be observed as the holiday.

23 D. The Election Board shall determine the manner of granting holidays. When full time
24 employees are required to work on a holiday they shall be entitled to compensation for the holiday
25 and the hours actually worked. Compensation for the holiday shall be in an amount proportionate
26 to the number of hours an employee is regularly scheduled to work in a day.

1 **SECTION EIGHT.** Severability. The sections of this ordinance shall be severable. In the
2 event that any section of this ordinance is found by a court of competent jurisdiction to be invalid,
3 the remaining sections of this ordinance are valid, unless the court finds the valid sections of the
4 ordinance are so essential and inseparably connected with and dependent upon the void section
5 that it cannot be presumed that the Board of Aldermen would have enacted the valid sections
6 without the void ones, or unless the court finds that the valid sections standing alone are incomplete
7 and are incapable of being executed in accordance with the legislative intent.

8 **SECTION NINE.** Emergency Clause. The passage of this ordinance being deemed necessary
9 for the immediate preservation of the public peace, health and safety, it is hereby declared to be an
10 emergency ordinance pursuant to Article IV, Sections 19 and 20 of the City Charter.

ORDINANCE 71513

BOARD BILL NUMBER 49 AS AMENDED INTRODUCED BY ALDERMAN BRANDON BOSLEY

An ordinance relating to the appointment of and salaries of certain employees of the St. Louis Board of Election Commissioners (the “Election Board”) pursuant to §§ 115.045 and 115.049, Revised Statutes of Missouri (“RSMo.”), by repealing **Ordinance Number 71479**; allocating certain other employees to a grade with rate; and including an emergency clause. The provisions of the sections contained in this ordinance shall be effective June 19, 2022.

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

SECTION ONE.

Ordinance Number 71479 is hereby repealed and a new ordinance and chapter is hereby enacted, to read as follows.

SECTION TWO. Alphabetical List of Classes. Pursuant to §§ 115.045 and 115.049, RSMo., the Commissioners of the Election Board (the “Commissioners”) are hereby authorized to appoint and employ the following employees with bi-weekly rates, in accordance with the following classification plan, to a grade with rates established in Section 2 of this ordinance.

<u>TITLE</u>	<u>GRADE/SCHEDULE</u>
Absentee Supervisor	11 G
Assistant Deputy Director of Elections	15 M
Chairman of the Board of Election Commissioners	1 C
Deputy Director of Elections	17 M
Director of Elections	19 M
Judge Supervisor	12 G
Manager of Budget and Payroll	13 G
Manager of IT	13 G
Member of the Board of Election Commissioners	3 C

1	Operations Supervisor	12 G
2	Receptionist	9 G
3	Registration Assistant	10 G
4	Registration Coordinator	11 G
5	Registration Supervisor	12 G
6	Secretary of the Board of Election Commissioners	2 C
7	Tabulation Supervisor	13 G

8 **SECTION THREE. Official Pay Schedule for Classification Grades.**

9 A. General and Management Pay Schedule: The following bi-weekly pay schedule for all pay
 10 grades denoted with the suffix “G” or “M” shall become effective beginning with the bi-weekly
 11 pay period following the effective date of this ordinance.

12

<u>BI-WEEKLY RANGE OF PAY IN WHOLE DOLLARS</u>								
GRADE	9	10	11	12	13	15	17	19
STEP								
1	1200	1210	1222	1270	1400	1839	2421	3189
2	1218	1228	1240	1289	1421	1867	2457	3237
3	1236	1247	1259	1308	1442	1895	2494	3285
4	1255	1265	1278	1328	1464	1923	2532	3335
5	1274	1284	1297	1348	1486	1952	2570	3385
6	1293	1304	1316	1368	1508	1981	2608	3435
7	1312	1323	1336	1389	1531	2011	2647	3487
8	1332	1343	1356	1410	1554	2041	2687	3539
9	1352	1363	1377	1431	1577	2072	2727	3592
10	1372	1384	1397	1452	1601	2103	2768	3646
11	1393	1404	1418	1474	1625	2134	2810	3701
12	1414	1425	1439	1496	1649	2166	2852	3756
13	1435	1447	1461	1518	1674	2199	2895	3813
14	1456	1468	1483	1541	1699	2232	2938	3870
15	1478	1490	1505	1564	1724	2265	2982	3928
16	1500	1513	1528	1588	1750	2299	3027	3987
17	1523	1535	1551	1612	1777	2334	3072	4047
18	1546	1559	1574	1636	1803	2369	3118	4107
19	1569	1582	1598	1660	1830	2404	3165	4169
20	1592	1606	1622	1685	1858	2440	3213	4232
21	1616	1630	1646	1711	1886	2477	3261	4295

22	1640	1654	1671	1736	1914	2514	3310	4360
23	1665	1679	1696	1762	1943	2552	3359	4425
24	1690	1704	1721	1789	1972	2590	3410	4491
25	1715	1730	1747	1815	2001	2629	3461	4559
26	1741	1756	1773	1843	2031	2668	3513	4627
27	1767	1782	1800	1870	2062	2708	3565	4696
28	1794	1809	1827	1898	2093	2749	3619	4767
29	1821	1836	1854	1927	2124	2790	3673	4838
30	1848	1863	1882	1985	2156	2832	3728	4911

B. Commissioners' Pay Schedule: The following bi-weekly pay schedule for all pay grades denoted with the suffix "C" shall become effective beginning with the bi-weekly pay period following the effective date of this ordinance. The pay grades denoted with the suffix "C" are required by § 115.035, RSMo.

<u>GRADE</u>	<u>BI-WEEKLY RATE</u>
1C	\$288.46
2C	\$288.46
3C	\$230.77

SECTION FOUR. Salary Adjustment.

A. Salary adjustment for all employees of the Election Board shall be based on consideration of merit, equity, or success in fulfilling predetermined goals and objectives as herein provided.

B. An appointing authority shall evaluate the performance of all employees whose salary is established in Section Two A of this ordinance for the purpose of salary adjustment. On or about December 1 of each year following approval of this ordinance, the Directors of the Election Board shall submit to the Commissioners evaluations of all employees whose pay grades are denoted by suffixes "G" and "M". Consideration of these evaluations by the Commissioners shall be the basis for salary adjustments.

1 1. Annual Merit Increase: Any employee whose salary is established in Section Two A of this
2 ordinance shall receive an annual service rating. This service rating with the standards of
3 performance established by the Election Board shall determine eligibility for a one-step one
4 and one-half percent (1.5 percent) within-range (merit) increase.

5 2. Exceptional Performance of Duties: The Commissioners may grant a within-range salary
6 adjustment in any whole dollar increment up to a ten percent (10 percent) increase of an
7 employee's bi-weekly base. The Commissioners may increase the salary of an employee who
8 demonstrates exceptional performance of duties after serving twenty-six (26) weeks of
9 employment at the same rate in the salary range by not more than ten percent (10 percent) or
10 the closest step in the pay range which provides for not more than a ten percent (10 percent)
11 increase. This increase may be in addition to any merit increase received.

12 **3. Effective June 19, 2022, all full-time employees will receive a three percent (3%)**
13 **across the board increase in pay, additionally all full-time employees will receive a one-**
14 **time \$2,000.00 lump sum effective July 3, 2022. All full-time employees who meet the**
15 **eligibility requirements for Family Medical Leave approval will be entitled to 6 weeks of**
16 **paid Family Medical Leave. Upon passage of this Ordinance an emergency clause will be**
17 **in effect.**

18 4. Substandard Performance of Duties: The Commissioners may reduce the salary of an
19 employee whose level of performance or assigned duties is significantly diminished and no
20 longer warrants payment at the employee's range set forth in Section Two A of this ordinance.
21 The pay of any employee may be decreased as a disciplinary action at the discretion of the
22 Commissioners. Any such decrease shall be made in accordance with established Election

1 Board disciplinary procedures. The decrease shall not be greater than fifteen percent (15
2 percent) of the current salary range. The decrease may be below the minimum pay range for
3 the class. At the discretion of the Commissioners, a salary decrease may be made for a specific
4 number of bi-weekly pay periods or for an undetermined time.

5 C. The granting of any salary increase or decrease shall be made at the beginning of a payroll
6 period.

7 D. This ordinance serves as notice required by § 115.049, RSMo., to the President of the Board
8 of Aldermen and members of the Board of Estimate and Apportionment that upon approval and
9 implementation of the yearly budget of the City of St. Louis, the Election Board is authorized to
10 increase compensation of Election Board employees as provided by the budget.

11 **SECTION FIVE.** Changes to the Classification Plan. Whenever the Election Board finds it
12 necessary to add a new class or change the pay schedule or grade of an existing class, the Election
13 Board shall allocate the class to the appropriate grade and schedule or make such amendment to
14 the existing class and notify the Board of Aldermen of this action.

15 **SECTION SIX.** Overtime. Pay grades denoted with the suffix “M” are exempt from overtime
16 compensation. Pay grades denoted with the suffix “G” are non-exempt classes that receive
17 overtime compensation at the one and one-half times (1.5x) rate.

18 **SECTION SEVEN.** Holidays.

19 A. The Election Board shall grant holiday leave with pay, holiday pay, or compensatory holiday
20 time off in lieu of pay to employees working full-time who are paid a bi-weekly rate on the
21 following designated holidays as observed by the State of Missouri:

22 HOLIDAY

- 1 New Year's Day
- 2 Rev. Martin Luther King, Jr. Day
- 3 Lincoln's Birthday
- 4 Presidents' Day
- 5 Truman Day
- 6 Memorial Day
- 7 Juneteenth Day
- 8 Independence Day
- 9 Labor Day
- 10 Columbus Day
- 11 Veterans Day
- 12 Thanksgiving Day
- 13 Day after Thanksgiving Day
- 14 Christmas Day

15 B. The Election Board shall not grant holiday leave with pay, holiday pay, or compensatory
16 holiday time off except as provided in this Section Six. Employees working full-time and paid a
17 bi-weekly rate whose pay is established in this compensation ordinance shall receive leave with
18 pay or compensatory time off in lieu of pay as holiday compensation in an amount that is
19 proportionate to the number of hours the employee is regularly scheduled to work in a day.

20 C. When the day of observance of a holiday is changed by State or Federal law, it will be so
21 observed by the City of St. Louis. When the day of observance of a holiday is changed by State or
22 Federal executive action, the Mayor shall determine the day of observance by the City of St. Louis.
23 When the date of observance is determined by State law, the Election Board shall observe the date
24 determined by the State. When one of the above enumerated holidays occurs on Sunday, the
25 following Monday shall be observed as the holiday. When one of the above holidays occurs on
26 Saturday, the preceding Friday shall be observed as the holiday.

27 D. The Election Board shall determine the manner of granting holidays. When full time
28 employees are required to work on a holiday they shall be entitled to compensation for the holiday

1 and the hours actually worked. Compensation for the holiday shall be in an amount proportionate
2 to the number of hours an employee is regularly scheduled to work in a day.

3 **SECTION EIGHT.** Severability. The sections of this ordinance shall be severable. In the
4 event that any section of this ordinance is found by a court of competent jurisdiction to be invalid,
5 the remaining sections of this ordinance are valid, unless the court finds the valid sections of the
6 ordinance are so essential and inseparably connected with and dependent upon the void section
7 that it cannot be presumed that the Board of Aldermen would have enacted the valid sections
8 without the void ones, or unless the court finds that the valid sections standing alone are incomplete
9 and are incapable of being executed in accordance with the legislative intent.

10 **SECTION NINE.** Emergency Clause. The passage of this ordinance being deemed necessary
11 for the immediate preservation of the public peace, health and safety, it is hereby declared to be an
12 emergency ordinance pursuant to Article IV, Sections 19 and 20 of the City Charter.

ORDINANCE 71479

**BOARD BILL NUMBER 183 COMMITTEE SUBSTITUTE INTRODUCED BY:
ALDERMAN BRANDON BOSLEY/ ALDERMAN BILL STEPHENS**

1 An ordinance relating to the appointment of and salaries of certain employees of the St. Louis
2 Board of Election Commissioners (the “Election Board”) pursuant to §§ 115.045 and 115.049,
3 Revised Statutes of Missouri (“RSMo.”); allocating certain other employees to a grade with rate;
4 and including an emergency clause. The provisions of the sections contained in this ordinance shall
5 be effective with the start of the first pay period following approval by the Mayor.

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

7 **SECTION ONE.** Alphabetical List of Classes. Pursuant to §§ 115.045 and 115.049, RSMo.,
8 the Commissioners of the Election Board (the “Commissioners”) are hereby authorized to appoint
9 and employ the following employees with bi-weekly rates, in accordance with the following
10 classification plan, to a grade with rates established in Section 2 of this ordinance.

<u>TITLE</u>	<u>GRADE/SCHEDULE</u>
Absentee Supervisor	11 G
Assistant Deputy Director of Elections	15 M
Chairman of the Board of Election Commissioners	1 C
Deputy Director of Elections	17 M
Director of Elections	19 M
Judge Supervisor	12 G
Manager of Budget and Payroll	13 G
Manager of IT	13 G
Member of the Board of Election Commissioners	3 C
Operations Supervisor	12 G
Receptionist	9 G
Registration Assistant	10 G
Registration Coordinator	11 G
Registration Supervisor	12 G
Secretary of the Board of Election Commissioners	2 C
Tabulation Supervisor	13 G

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1 **SECTION TWO. Official Pay Schedule for Classification Grades.**

2 A. General and Management Pay Schedule: The following bi-weekly pay schedule for all pay
3 grades denoted with the suffix “G” or “M” shall become effective beginning with the bi-weekly
4 pay period following the effective date of this ordinance.

5

	<u>BI-WEEKLY RANGE OF PAY IN WHOLE DOLLARS</u>							
GRADE	9	10	11	12	13	15	17	19
STEP								
1	1200	1210	1222	1270	1400	1839	2421	3189
2	1218	1228	1240	1289	1421	1867	2457	3237
3	1236	1247	1259	1308	1442	1895	2494	3285
4	1255	1265	1278	1328	1464	1923	2532	3335
5	1274	1284	1297	1348	1486	1952	2570	3385
6	1293	1304	1316	1368	1508	1981	2608	3435
7	1312	1323	1336	1389	1531	2011	2647	3487
8	1332	1343	1356	1410	1554	2041	2687	3539
9	1352	1363	1377	1431	1577	2072	2727	3592
10	1372	1384	1397	1452	1601	2103	2768	3646
11	1393	1404	1418	1474	1625	2134	2810	3701
12	1414	1425	1439	1496	1649	2166	2852	3756
13	1435	1447	1461	1518	1674	2199	2895	3813
14	1456	1468	1483	1541	1699	2232	2938	3870
15	1478	1490	1505	1564	1724	2265	2982	3928
16	1500	1513	1528	1588	1750	2299	3027	3987
17	1523	1535	1551	1612	1777	2334	3072	4047
18	1546	1559	1574	1636	1803	2369	3118	4107
19	1569	1582	1598	1660	1830	2404	3165	4169
20	1592	1606	1622	1685	1858	2440	3213	4232
21	1616	1630	1646	1711	1886	2477	3261	4295
22	1640	1654	1671	1736	1914	2514	3310	4360
23	1665	1679	1696	1762	1943	2552	3359	4425
24	1690	1704	1721	1789	1972	2590	3410	4491
25	1715	1730	1747	1815	2001	2629	3461	4559
26	1741	1756	1773	1843	2031	2668	3513	4627
27	1767	1782	1800	1870	2062	2708	3565	4696
28	1794	1809	1827	1898	2093	2749	3619	4767

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29	1821	1836	1854	1927	2124	2790	3673	4838
30	1848	1863	1882	1985	2156	2832	3728	4911

B. Commissioners’ Pay Schedule: The following bi-weekly pay schedule for all pay grades denoted with the suffix “C” shall become effective beginning with the bi-weekly pay period following the effective date of this ordinance. The pay grades denoted with the suffix “C” are required by § 115.035, RSMo.

<u>GRADE</u>	<u>BI-WEEKLY RATE</u>
1C	\$288.46
2C	\$288.46
3C	\$230.77

SECTION THREE. Salary Adjustment.

A. Salary adjustment for all employees of the Election Board shall be based on consideration of merit, equity, or success in fulfilling predetermined goals and objectives as herein provided.

B. An appointing authority shall evaluate the performance of all employees whose salary is established in Section Two A of this ordinance for the purpose of salary adjustment. On or about December 1 of each year following approval of this ordinance, the Directors of the Election Board shall submit to the Commissioners evaluations of all employees whose pay grades are denoted by suffixes “G” and “M”. Consideration of these evaluations by the Commissioners shall be the basis for salary adjustments.

1. Annual Merit Increase: Any employee whose salary is established in Section Two A of this ordinance shall receive an annual service rating. This service rating with the standards of performance established by the Election Board shall determine eligibility for a one-step one and one-half percent (1.5%) within-range (merit) increase.

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1 2. Exceptional Performance of Duties: The Commissioners may grant a within-range salary
2 adjustment in any whole dollar increment up to a ten percent (10%) increase of an employee’s
3 bi-weekly base. The Commissioners may increase the salary of an employee who demonstrates
4 exceptional performance of duties after serving twenty-six (26) weeks of employment at the
5 same rate in the salary range by not more than ten percent (10%) or the closest step in the pay
6 range which provides for not more than a ten percent (10%) increase. This increase may be in
7 addition to any merit increase received.

8 3. Substandard Performance of Duties: The Commissioners may reduce the salary of an
9 employee whose level of performance or assigned duties is significantly diminished and no
10 longer warrants payment at the employee’s range set forth in Section Two A of this ordinance.
11 The pay of any employee may be decreased as a disciplinary action at the discretion of the
12 Commissioners. Any such decrease shall be made in accordance with established Election
13 Board disciplinary procedures. The decrease shall not be greater than fifteen percent (15%) of
14 the current salary range. The decrease may be below the minimum pay range for the class. At
15 the discretion of the Commissioners, a salary decrease may be made for a specific number of
16 bi-weekly pay periods or for an undetermined time.

17 C. The granting of any salary increase or decrease shall be made at the beginning of a payroll
18 period.

19 D. This ordinance serves as notice required by § 115.049, RSMo., to the President of the Board
20 of Aldermen and members of the Board of Estimate and Apportionment that upon approval and

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1 implementation of the yearly budget of the City of St. Louis, the Election Board is authorized to
2 increase compensation of Election Board employees as provided by the budget.

3 **SECTION FOUR.** Changes to the Classification Plan. Whenever the Election Board finds it
4 necessary to add a new class or change the pay schedule or grade of an existing class, the Election
5 Board shall allocate the class to the appropriate grade and schedule or make such amendment to
6 the existing class and notify the Board of Aldermen of this action.

7 **SECTION FIVE.** Overtime. Pay grades denoted with the suffix “M” are exempt from
8 overtime compensation. Pay grades denoted with the suffix “G” are non-exempt classes that
9 receive overtime compensation at the one and one-half times (1.5x) rate.

10 **SECTION SIX.** Holidays.

11 A. The Election Board shall grant holiday leave with pay, holiday pay, or compensatory holiday
12 time off in lieu of pay to employees working full-time who are paid a bi-weekly rate on the
13 following designated holidays as observed by the State of Missouri:

- 14 HOLIDAY
- 15 New Year’s Day
- 16 Rev. Martin Luther King, Jr. Day
- 17 Lincoln’s Birthday
- 18 Presidents’ Day
- 19 Truman Day
- 20 Memorial Day
- 21 Juneteenth Day
- 22 Independence Day
- 23 Labor Day
- 24 Columbus Day
- 25 Veterans Day
- 26 Thanksgiving Day
- 27 Day after Thanksgiving Day
- 28 Christmas Day

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1 B. The Election Board shall not grant holiday leave with pay, holiday pay, or compensatory
2 holiday time off except as provided in this Section Six. Employees working full-time and paid a
3 bi-weekly rate whose pay is established in this compensation ordinance shall receive leave with
4 pay or compensatory time off in lieu of pay as holiday compensation in an amount that is
5 proportionate to the number of hours the employee is regularly scheduled to work in a day.

6 C. When the day of observance of a holiday is changed by State or Federal law, it will be so
7 observed by the City of St. Louis. When the day of observance of a holiday is changed by State or
8 Federal executive action, the Mayor shall determine the day of observance by the City of St. Louis.
9 When the date of observance is determined by State law, the Election Board shall observe the date
10 determined by the State. When one of the above enumerated holidays occurs on Sunday, the
11 following Monday shall be observed as the holiday. When one of the above holidays occurs on
12 Saturday, the preceding Friday shall be observed as the holiday.

13 D. The Election Board shall determine the manner of granting holidays. When full time
14 employees are required to work on a holiday they shall be entitled to compensation for the holiday
15 and the hours actually worked. Compensation for the holiday shall be in an amount proportionate
16 to the number of hours an employee is regularly scheduled to work in a day.

17 **SECTION SEVEN. Severability.** The sections of this ordinance shall be severable. In the
18 event that any section of this ordinance is found by a court of competent jurisdiction to be invalid,
19 the remaining sections of this ordinance are valid, unless the court finds the valid sections of the
20 ordinance are so essential and inseparably connected with and dependent upon the void section
21 that it cannot be presumed that the Board of Aldermen would have enacted the valid sections

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1 without the void ones, or unless the court finds that the valid sections standing alone are incomplete
2 and are incapable of being executed in accordance with the legislative intent.

3 **SECTION EIGHT.** Emergency Clause. The passage of this ordinance being deemed
4 necessary for the immediate preservation of the public peace, health and safety, it is hereby
5 declared to be an emergency ordinance pursuant to Article IV, Sections 19 and 20 of the City
6 Charter.

ORDINANCE NUMBER 71887
BOARD BILL NUMBER 48
FISCAL NOTE

Preparer’s Name Ben Borgmeyer

Phone Number or Email Address (will be available publicly) 314 540 1641

Bill Sponsor Alderman Aldridge

Bill Synopsis:	An ordinance relating to the appointment of and salaries of certain employees of the St. Louis Board of Election Commissioners (the “Election Board”) pursuant to §§ 115.045 and 115.049, Revised Statutes of Missouri (“RSMo.”), by repealing Ordinance Number 71702; allocating certain other employees to a grade with rate; and including an emergency clause. The provisions of the sections contained in this ordinance shall be effective with the start of the first pay period after approval by the Mayor.
Type of Impact:	Negative
Agencies Affected:	Board of Election Commissioners for the City of St. Louis

SECTION A

Does this bill authorize:

- An expansion of services which entails additional costs beyond that approved in the current adopted city budget? ___Yes __x_No
- An undertaking of a new service for which no funding is provided in the current adopted city budget? ___Yes __x_No
- A commitment of city funding in the future under certain specified conditions? __x_Yes ___No
- An issuance of bonds, notes and lease-purchase agreements which may require additional funding beyond that approved in the current adopted city budget? ___Yes __x_No

- An execution or initiation of an activity as a result of federal or state mandates or requirements? Yes No
- A capital improvement project that increases operating costs over the current adopted city budget? Yes No
- A capital improvement project that requires funding not approved in the current adopted city budget or that will require funding in future years? Yes No

If the answer is yes to any of the above questions, then a fiscal note must be attached to the board bill. Complete Section B of the form below.

SECTION B

- Does the bill require the construction of any new physical facilities? Yes No

- If yes, describe the facilities and provide the estimated cost:

- Is the bill estimated to have a direct fiscal impact on any city department or office? Yes No

- If yes, explain the impact and the estimated cost:

Bill amends the current pay bill in place for the Board of Election Commissioners by classifying job titles. Reclassification was budget neutral with respect to FY24. However, adopted budget plan for FY25 cut positions from the election Board, and reorganization proposed contemplated repurposing those allocated funds within the new organizational structure.

- Does the bill create a program or administrative subdivision? Yes No

- If yes, then is there a similar existing program or administrative subdivision?

Yes No

- If yes, explain the how the proposed programs or administrative subdivisions may overlap:

- Describe the annual operating, equipment, and maintenance costs that would result from the proposed bill, as well as any funding sources:
Annual operation costs: the adopted budget plan for FY25 allocates to the Board of Election Commissioners for the City of St. Louis a total of \$1,242,100. This is a decrease of \$106,900 when compared to FY24 when the Election Board's FTE was funded at \$1,349,000. The reorganization proposed in the Board Bill would require \$1,301,187.38 to fully fund.

Complete the chart below to list the total estimated expenditures required of the City resulting from the proposed board bill and any estimated savings or additional revenue.

Financial Estimate of Impact on General Fund			
Fiscal Impact	<u>Year 1 (current)</u>	<u>Year 2</u>	<u>Year 3</u>
Additional Expenditures	\$1,301,187.38	\$1,320,705	\$1,340,516
Additional Revenue			
Net	\$1,301,187.38	\$1,320,705	\$1,340,516
Financial Estimate of Impact on Special Funds			
Fiscal Impact	<u>Year 1 (current)</u>	<u>Year 2</u>	<u>Year 3</u>
Additional Expenditures			
Additional Revenue			
Net			

- Describe any assumptions used in preparing this fiscal note:
 - Current contemplated salaries, with step increases factored for years 2 and 3
- List any sources of information (including any City officials, agencies, or departments) used in preparing this fiscal note:
 - Adopted budget plan for FY25.
- Have the financial estimates of this bill been verified by the City Budget Division?
 - Yes No
 - If yes, by whom? _____ .