

Summary

Board Bill Number 8

Introduced by Alderwoman Anne Schweitzer

May 1, 2026

An ordinance relating to the appointment of and salaries of certain Employees in the Collector of Revenue's Office pursuant to Section 82.610, Revised Statutes of Missouri, by repealing **Ordinances Number 71966**; 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 following approval by the Mayor.

BOARD BILL NUMBER 8 INTRODUCED BY ALDERWOMAN ANNE SCHWEITZER

1 An ordinance relating to the appointment of and salaries of certain Employees in the Collector of
2 Revenue's Office pursuant to Section 82.610, Revised Statutes of Missouri, by repealing
3 **Ordinance 71966**; allocating certain other employees to a grade with rate; and including an
4 emergency clause. The provisions of the sections contained in this ordinance shall be effective
5 with the start of the first pay period following approval by the Mayor.

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

7 **SECTION ONE.**

8 **Ordinance 71966** (Chapter 4.44, Rev. Code, St. Louis, Anno), and all other ordinances or parts
9 of ordinance conflicting or inconsistent with the provisions of this ordinance are hereby repealed;
10 and a new ordinance and chapter is hereby enacted, to read as follows:

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

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

16 Title	Grade
17 Accounting Clerk	11G
18 Accounting Manager	15M
19 Administrative Assistant	13G

1	Assistant Collector	17M
2	Audit Specialist	15M
3	Collections Specialist I	12G
4	Collections Specialist II	13G
5	Custodian	8G
6	Data Processing Clerk	9G
7	Deputy Collector/Chief of Staff	23M
8	Director of Revenue Technology	21M
9	Human Resources Manager	18M
10	Information Systems Administrator	20M
11	Office Coordinator	13G
12	Paralegal	15M
13	Payroll Specialist	10G
14	Revenue Clerk I	8G
15	Revenue Clerk II	9G
16	Revenue Clerk III	10G
17	Revenue Clerk IV	11G
18	Revenue Clerk V	12G
19	Revenue Data Analyst	15M
20	Revenue Manager	15M

1	Special Project Coordinator	16M
2	Staff Attorney	18M
3	Supervisor I	12G
4	Supervisor II	13G
5	Supervisor III	14G
6	Supervisor, Cashier	13G
7	Support Specialist	10G
8	System Analyst I	13G
9	System Analyst II	16M
10	System Development Specialist	15M
11	Taxpayer Cashier	9G
12	Taxpayer Customer Specialist	9G
13	Technical Support Specialist	13G

14 **SECTION THREE. General Pay Schedule**

15 (1) There is hereby adopted as the compensations schedule for all pay grades which are
16 denoted by the suffix "G" and "M" in Section two of this ordinance, the following ranges of
17 salary beginning with the bi-weekly pay period concurrent with the effective date of this
18 ordinance.

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

20 **GRADE MINIMUM MAXIMUM**

1	8	1,600	2,379
2	9	1,648	3,049
3	10	1,697	3,394
4	11	1,748	3,605
5	12	1,801	3,780
6	13	1,855	3,897
7	14	1,910	4,461
8	15	1,968	4,919
9	16	2,131	5,355
10	17	2,445	6,089
11	18	2,805	7,271
12	19	3,221	6,891
13	20	3,699	7,955
14	21	3,810	8,910
15	22	4,306	9,973
16	23	4,647	12,413

17 **SECTION FOUR.**

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

20 **SECTION FIVE.**

1 (a) All pay schedules established in Ordinances 71966 shall continue in effect until the
2 beginning of the bi-weekly pay period effective upon passage of this ordinance.

3 (1) Based upon the service rating of an employee together with the standards of
4 performance established by the Collector of Revenue shall determine eligibility for a **one and**
5 **one half (1.5%)** increase or at the discretion of the Collector of Revenue up to a 10% increase
6 (merit) for exceptional performance of duties.

7 (2) **Effective upon approval of the mayor all full-time employees whose bi-weekly**
8 **range is within the range of pay or above the maximum of the range of pay shall have their**
9 **bi-weekly rate increased by three percent (3%) effective with the start of the first pay**
10 **period which includes the effective date of this ordinance. All full-time employees**
11 **employed on May 31, 2026, shall receive a one-time, lump-sum payment of \$1,000.00 paid**
12 **on June 5, 2026. Upon passage of this Ordinance an emergency clause will be in effect. All**
13 **full-time employees who meet the eligibility requirements for FML approval will be**
14 **entitled to 6 weeks of paid Family Medical Leave as per Administrative Rule No. 133.**

15 The compensation of the collector of revenue in a city not within a county may be annually
16 increased by an amount equal to the annual salary adjustment for employees of such a city as
17 approved by the board of aldermen of such city as governed by RSMO Section 82.599.1

18 **SECTION SIX.**

19 (a) An appointing authority may evaluate the performance of an employee whose salary
20 is established in Section 3(a) of this ordinance for the purpose of a salary adjustment.

1 (1) Exceptional performance of duties:

2 The Collector of Revenue may increase the salary of an employee who demonstrates
3 exceptional performance of duties after serving twenty-six (26) weeks of employment at the
4 same rate in the salary range by not more than ten percent (10%) or to the closest step in the pay
5 range which provides not more than a ten percent (10%) increase; this may be in addition to any
6 merit increase received.

7 (2) Substandard performance of duties:

8 The Collector of Revenue may reduce the salary of an employee whose level of
9 performance or assigned duties is significantly diminished and no longer warrants payment at the
10 current rate within the range as provided in Section 3 (a). The granting of any such increase or
11 decrease in salary shall be made at the beginning of a payroll period.

12 (b) An appointing authority may approve a within-range salary adjustment in any whole dollar
13 increment up to ten percent (10%) of an employee's bi-weekly base.

14 (c) The pay of any employee may be decreased as a disciplinary action at the discretion
15 of the Collector of Revenue lower rate. Any such decrease shall be made in accordance with
16 established disciplinary procedures. The decrease shall not be greater than fifteen percent (15%)
17 of the current salary range. The decrease may be below the minimum of the pay range for the
18 class. At the discretion of the Collector of Revenue a determination may be made for a specific
19 number of bi-weekly periods or for an undetermined time.

20 **SECTION SEVEN.**

1 Whenever the Collector of Revenue finds it necessary to add a new class or reallocate the
2 grade of a class of position in the classification plan, the Collector shall allocate or reallocate the
3 class to an appropriate grade or add or amend any section this Ordinance and notify the Board of
4 Aldermen of his action.

5 **SECTION EIGHT. Holidays**

6 The Collector of Revenue shall grant holiday leave with pay, holiday pay, or
7 compensatory holiday time off in lieu of pay to employees working full-time who are paid a
8 bi-weekly rate on the following days:

9	<u>DATE</u>	<u>HOLIDAY</u>
10	January 1	New Year's Day
11	Third Monday in January	Rev. Martin Luther King Jr. Day
12	February 20	President's Day
13	Last Monday in May	Memorial Day
14	June 19	Juneteenth
15		
16	July 4	Independence Day
17	First Monday in September	Labor Day
18	November 12	Veterans' Day
19	Fourth Thursday in November	Thanksgiving Day
20	Fourth Friday in November	Day after Thanksgiving Day

1 December 25

Christmas Day

2 The Collector of Revenue shall not grant holiday leave with pay, holiday pay, or compensatory
3 holiday time off except as provided in this Section.

4 Employees working full-time and paid a bi-weekly rate whose pay is established in this
5 compensation ordinance shall receive leave with pay, pay or compensatory time off in lieu of pay
6 as holiday compensation in an amount that is proportionate to the number of hours the employee
7 is regularly scheduled to work in a day or shift. For example, employees working an average of
8 forty (40) hours a week, five (5) days a week, eight (8) hours a day shall receive eight (8) hours
9 of compensation for the holiday; employees working an average of forty (40) hours a week, four
10 (4) days a week, ten (10) hours a day shall receive ten (10) hours of compensation for the
11 holiday.

12 When the day of observance of a holiday is changed by State or Federal law, it will be so
13 observed by the City of St. Louis. When the day of observance of a holiday is changed by State
14 or Federal executive action, the mayor shall determine the day of observance by the City of St.
15 Louis. When one of the above enumerated holidays occurs on Sunday, the following Monday
16 shall be observed as the holiday. When one of the above holidays occurs on Saturday, the
17 preceding Friday shall be observed as the holiday.

18 The Collector of Revenue shall determine the manner of granting holidays. When full-
19 time employees are required to work on a holiday they shall be entitled to compensation for the
20 holiday and the hours actually worked. Compensation for the holiday shall be in an amount

1 proportionate to the number of hours an employee is regularly scheduled to work in a day or
2 shift.

3 Except as otherwise provided in this section, when a City holiday falls on an employee's
4 regularly scheduled day off, the employee shall be entitled to have compensatory time added to
5 his/her balance in an amount proportionate to the number of hours regularly scheduled in a day
6 or shift.

7 If an employee is docked from the payroll for one hour or more on the full scheduled
8 workday preceding a holiday, the full scheduled workday following a holiday or on a scheduled
9 holiday, the employee shall not be compensated for the holiday at the discretion of the Collector
10 of Revenue.

11 The holiday compensation procedures established by this section shall apply to full-time
12 employees paid a bi-weekly rate. Part-time bi-weekly paid employees shall be compensated for
13 holidays in proportion to the percentage of time they are regularly scheduled to work.
14 Employees paid on an hourly or per performance basis shall not be entitled to holiday
15 compensation.

16 In the event that the holiday schedule established in this section is revised, employees
17 who are granted compensatory time in lieu of all holidays shall have their leave benefits adjusted
18 accordingly.

19 **SECTION NINE. Emergency Clause**

20 The passage of this ordinance being deemed necessary for the immediate preservation of

- 1 the public peace, health and safety, it is hereby declared to be an emergency measure and the
- 2 same shall take effect and be in force immediately upon its approval by the Mayor.