

One-rdg. _____
P. Hrngs. _____
Pgs. 6
Filed 01-04-22

Sponsored by Hosmer

First Reading _____

Second Reading _____

COUNCIL BILL 2022- 018

GENERAL ORDINANCE _____

AN ORDINANCE

1 AMENDING the Springfield City Code, Chapter 2, Article III, Division 1, Section
2 2-92, known as the 'Salary Ordinance,' relating to salary grades for
3 various job titles within the City service in order to provide for pay
4 adjustments for all employees on the Professional, Administrative
5 and Technical Non-Union Schedule, the Professional,
6 Administrative and Technical Unclassified Schedule, the Crafts,
7 Trades and Labor Non-Union Schedule, the Fire Protection Non-
8 Union Schedules, and the Law Enforcement Non-Union Schedule,
9 and to department heads; to freeze certain steps of certain grades
10 within the Professional, Administrative, and Technical Non-Union
11 Salary Schedule; and to amend the Commission-Based
12 Supplemental Pay Program; and amending the Fiscal Year 2021-
13 2022 budget for the City in the amount of \$739,300 to appropriate
14 funds for the pay adjustments.
15

16
17 NOW THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF
18 SPRINGFIELD, MISSOURI, as follows, that:

19
20 NOTE: **Bold** language is being added and ~~stricken~~ language is being deleted.

21
22 Section 1 – Springfield City Code, Section 2-92, known as the 'Salary
23 Ordinance,' is hereby amended by adding the following section, to be numbered and
24 placed within the Salary Ordinance at a location the City Attorney deems appropriate:
25

- 26 **I. The following changes to the Professional, Administrative and Technical**
27 **Non-Union Salary Schedule shall be effective January 30, 2022:**
28 **a. Steps 6 through 8 of Salary Grade 2 shall be frozen and any employees**
29 **within those steps as of January 30, 2022, shall be moved to Step 9 of**
30 **Salary Grade 2 and their increment review date shall be reset to**
31 **January 30.**
32 **b. Steps 3 through 6 of Salary Grade 3 shall be frozen and any employees**

33 within those steps as of January 30, 2022, shall be moved to Step 7 of
34 Salary Grade 3 and their increment review date shall be reset to
35 January 30.

- 36 c. Steps 1 through 5 of Salary Grade 4 shall be frozen and any employees
37 within those steps as of January 30, 2022, shall be moved to Step 6 of
38 Salary Grade 4 and their increment review date shall be reset to
39 January 30.
- 40 d. Steps 1 through 3 of Grade 5 shall be frozen and any employees within
41 those steps as of January 30, 2022, shall be moved to Step 4 of Salary
42 Grade 5 and their increment review date shall be reset to January 30.
- 43 e. Step 1 of Grade 6 shall be frozen and any employees within that step as
44 of January 30, 2022, shall be moved to Step 2 of Salary Grade 6 and
45 their increment review date shall be reset to January 30.

46
47 Section 2 – Springfield City Code, Section 2-92, known as the ‘Salary
48 Ordinance,’ is hereby amended by adding the following section, to be numbered and
49 placed within the Salary Ordinance at a location the City Attorney deems appropriate:

- 50
51 I. **Effective January 30, 2022, there shall be a four percent (4.0%)**
52 **increase in the base pay for all active pay steps on the Crafts, Trades**
53 **and Labor Non-Union Schedule, the Fire Protection Non-Union (80**
54 **hours and 112 hours) Schedules, the Law Enforcement Non-Union**
55 **Schedule, and the Professional, Administrative and Technical Non-**
56 **Union and Unclassified Schedules.**
- 57
58 II. **Effective January 30, 2022, there shall be a four percent (4.0%)**
59 **increase in base pay for all department heads.**

60
61 Section 3 – Springfield City Code, Section 2-92, known as the ‘Salary
62 Ordinance,’ is hereby amended by amending the language set forth in Section 3,
63 subpart B of General Ordinance 6692, regarding the Commission-Based Supplemental
64 Pay Program, in the following manner:

- 65
66 B. The Golf Pro Shop Manager and Golf Pro Shop Assistant Manager positions
67 may receive, as additional compensation, a percentage of the “net income” of the
68 Golf Pro Shops that the **City**employee manages. The maximum percentage of
69 the “net income” that may be received by any such employee in any given fiscal
70 year is six percent (6%). For the purposes of this section, “net income” shall not
71 include any revenue derived from fees such as green fees or lesson fees.

72
73 Section 4 – The budget of the City of Springfield for Fiscal Year 2022 is hereby
74 amended in the accounts and in the amounts shown on Budget Adjustment No. 045, a
75 copy of which is attached hereto and incorporated herein by reference as “Exhibit A.”

76
77 Section 5 – City Council hereby finds that the budget adjustment made in Section
78 4 has been recommended by the City Manager.

79 Section 6 – The City Manager is directed to cause the appropriate accounting
80 entries to be made in the books and records of the City.

81
82 Section 7 – This Ordinance shall be in full force and effect from and after
83 passage.

84
85 Passed at meeting: _____

86
87 _____
88 Mayor

89 Attest: _____, City Clerk

90
91
92 Filed as Ordinance: _____

93
94 Approved as to form: , Assistant City Attorney

95
96 Approved for Council action: , City Manager
97
98

EXPLANATION TO COUNCIL BILL 2022-018

FILED: 01-04-22

ORIGINATING DEPARTMENT: Human Resources

PURPOSE: To amend Chapter 2, Article III, Division 1 of the Code of Ordinances of the City of Springfield, Missouri, Section 2.92, known as the 'Salary Ordinance' by providing pay adjustments for employees on the Professional, Administrative, and Technical ("PAT") Non-Union Salary Schedules and Crafts, Trades, and Labor Non-Union ("CTL Non-Union") Salary Schedule, as well as for certain non-union salary grades on the Fire Protection Schedule ("FPS"), and Law Enforcement Schedule ("LES") Non-Union Salary Schedules; by freezing certain and specific pay steps for Salary Grades One through Six on the PAT Non-Union Salary Schedule; to amend General Ordinance 6692 relating to the Commissioned-Based, Supplemental Pay Program to clarify parameters of the Golf Pro commissions; and amending the Fiscal Year 2021-2022 budget of the City to make adjustments for pay improvements for mid-year Fiscal 2021-2022.

BACKGROUND: City employees continue to demonstrate significant dedication and resilience in delivering public services to the citizens of Springfield through challenging and uncertain times, given the crisis of the pandemic and its aftereffects. Based on this fact and a review of the City's current finances, including having the opportunity to study data and the City's financial position after the first quarter of the Fiscal Year, the City Manager recommends funding for a mid-year pay increase for City employees. This Council Bill addresses pay improvements for non-union employees. The City Manager is recommending a four percent (4%) across-the-board pay increase for all pay grades on the PAT (Non-Union and Unclassified) schedules, CTL Non-Union Salary Schedule, as well as for certain non-union salary grades on the Fire Protection Schedule (FPS), and Law Enforcement Schedule (LES) Non-Union Salary Schedules.

Additionally, in order to address competitive pay concerns for entry pay rates, the City will freeze certain specified pay steps on Salary Grades Two through Six on the PAT Non-Union Salary Schedule.

In November of 2021, City Council approved the creation of a new Commissioned Based, Supplemental Pay Program to be established and authorized by the City Manager. The current amendment clarifies program parameters to allow authorized golf commissions for Golf Pros to include a combined total "net income" for all Springfield-Greene County Parks Department golf pro shops.

These pay changes are recommended to be effective with the pay period beginning January 30, 2022, with a corresponding pay date of February 17, 2022.

BUDGET NOTES: All costs reflected herein are either included in the attached budget adjustment (see "Exhibit A") for FY 2022, or included in available funding that exists in the adopted FY 2022 budget.

REMARKS: The recommendations and explanations contained herein are consistent with City Council's policies. It is respectfully requested that City Council give consideration and approval to these changes.

Submitted by:



Darla Morrison,
Director of Human Resources

Approved by:



Jason Gage,
City Manager

CITY OF SPRINGFIELD, MO
BUDGET ADJUSTMENT

Exhibit A

Budget Adjustment
045

Revenues:

Fund	Dept	Org	Account	P&G	Location	Amount	Description
10110	09	14120	410510	000000	00000	\$ 544,200	General Fund - Sales Tax Revenue
20120	16	80010	410510	000000	00000	49,300	2001 Parks Sales Tax Fund - Sales Tax Revenue
20130	16	80010	410510	000000	00000	36,700	2006 Parks Sales Tax Fund - Sales Tax Revenue
25010	18	97510	410510	000000	00000	20,800	LEST Sales Tax Fund - Sales Tax Revenue
25020	07	23010	410510	000000	00000	88,300	911 Tax Fund - Reimbursement from Greene County
Net Revenue Adjustment						\$ 739,300	

Expenditures:

Fund	Dept	Org	Account	P&G	Location	Amount	Description
10110	Various		500110	000000	00000	\$ 544,200	1/2 Year pay plan Improvements - General Fund Depts
20120	16	80010	500110	000000	00000	49,300	1/2 Year pay plan Improvements - Parks
20130	16	80010	500110	000000	00000	36,700	1/2 Year pay plan Improvements - Parks
25010	18	97510	500110	000000	00000	20,800	1/2 Year pay plan Improvements - Police
25020	07	23010	500110	000000	00000	88,300	1/2 Year pay plan Improvements - 911
Net Expenditure Adjustment						\$ 739,300	

Fund Balance Appropriation:

Fund	Title	Amount

Explanation: To amend the FY2021-2022 budget by appropriating funds from increased sales tax collections for pay plan improvements.

Requested By:

Paula Morrison 1/6/22
Department Head Date

Approved By:

DJ Hill 1/6/22
Director of Finance Date

City Manager Date

Authorization:

Council Bill No. 2022-018
Ordinance No. _____
1st Reading _____
2nd Reading _____
Journal Imp No. _____