

AN ORDINANCE REGARDING  
THE SALARIES OF OFFICERS AND EMPLOYEES OF THE CITY OF VALLEY PARK, MISSOURI  
EFFECTIVE JUNE 27 2019, AND REPEALING PRIOR INCONSISTENT ORDINANCES

BE IT ORDAINED, by the City of Valley Park, Missouri, as follows:

**Section One**

The following pay schedule is hereby adopted effective on the 27th day of June, 2019. All prior ordinances inconsistent herewith are hereby repealed.

**ELECTED OFFICIALS, APPOINTED OFFICIALS AND  
DEPARTMENT HEADS**

	<b><u>Annual</u></b>	<b><u>Pay Period</u></b>
Aldermen	\$4,800.00	Monthly
Mayor	\$9,600.00	Monthly
Marshal	\$120.00	Monthly
City Attorney	\$125.00/per hour	Monthly
Emergency Mgmt. Dir.	\$2,280.00	Monthly
Judge	\$10,200.00	Monthly
Collector	\$120.00	Monthly
Treasurer	\$1,020.00	Monthly
City Clerk/HR Director	\$51,387.28 to \$59,951.83	Weekly
Public Works Director	\$49,473.51 to \$64,000.00	Weekly
Community Development Director	\$49,473.51 to \$64,000.00	Weekly
Prosecuting Attorney	\$9,600.00	Monthly

**Administrative**

	<b><u>Hourly Range</u></b>	<b><u>Annual</u></b>
Accountant/Bookkeeper	\$15.00 to \$23.00	\$31,200 to \$47,840
Office Manager	\$15.00 to \$24.00	\$31,200 to \$49,920
Office Assistant (Part Time)	\$10.00 to \$12.00	

**Street Department**

	<b><u>Hourly Range</u></b>	<b><u>Annual</u></b>
Skilled Crew Coordinator	\$15.00 to \$24.00	\$31,200 to \$49,920
Skilled Mechanic	\$15.00 to \$24.00	\$31,200 to \$49,920
General Labor	\$12.00 to \$23.00	\$24,960 to \$47,840
Equipment Operator	\$15.00 to \$24.00	\$31,200 to \$49,920

### Parks Department

	<u>Hourly Range</u>	<u>Annual</u>
Skilled Crew Coordinator	\$15.00 to \$24.00	\$31,200 to \$49,920
General Laborer	\$12.00 to \$24.00	\$24,960 to \$49,920
Laborer (Part Time)	\$10.00 to \$15.00	

### Sanitation

	<u>Hourly Range</u>	<u>Annual</u>
Trash Crew Leader	\$15.00 to \$25.00	\$31,200 to \$52,000
Operator	\$15.00 to \$24.00	\$31,200 to \$49,920

### Court

	<u>Hourly Range</u>	<u>Annual</u>
Court Administrator/Archive Clerk (FT)	\$15.00 to \$21.00	\$31,200 to \$43,680
Prosecutor's Assistant (PT)	\$15.00 to \$21.00	

The Prosecutor's Assistant position is 15 hours per week.

### Code Enforcement

	<u>Hourly Range</u>	<u>Annual</u>
Code Enforcement Officer (PT)	Up to \$26.00	Up to \$40,560

Code Enforcement Officer position will not work more than 30 hours per week

### Section Two

\*\*\* All Administrative, Street Department, Parks Department, and Sanitation employees shall be paid weekly. All Appointed and Elected Officials shall be paid as laid out above.

Any new employee will be placed on six (6) months' probation with a review every two (2) months. Salary for probationary employees is to be 80% of full pay for first three (3) months, 90% of full pay for second three (3) months, and full pay at six (6) months employment. **New employees will not receive benefits (health insurance, dental insurance, life insurance) until after completing a thirty (30) day waiting period.**

### Section Three

The City Attorney shall be paid at the rate of \$125 per hour. The City attorney shall handle all duties assigned by the Mayor and/or Board. Unless otherwise instructed, the city Attorney is expected to attend two (2) Board of Aldermen meetings and one (1) Planning and Zoning Meeting on a monthly basis. The Prosecuting Attorney's compensation is based on attendance at Municipal Court together with processing information and recommendations. Time expended on expungements, appellate matters and/or certified jury trials to be expended at the same rate as the City Attorney.

### Section Four

All overtime and holiday pay shall be paid at an hourly rate computed by dividing the regular weekly salary by the total number of hours which an employee works during his or her normal week and multiplying said hourly rate by one and one-half (1-1/2) and shall be paid in addition to but at the same time as the regular salary payment.

#### **Section Five**

Every full-time employee shall accumulate seven (7) days of sick leave for each full year of employment up to a maximum of one-hundred and twenty (120) days. Upon retirement only, accumulated sick pay will be compensated for at the 25% rate.

#### **Section Six**

All full-time employees shall receive vacation time as follows:

<b><u>Length of Service</u></b>	<b><u>Annual</u></b>
1 year of service (6 months completed)	40 hours
2 through 8 years	80 hours
9 through 15 years	120 hours
16 through 19 years	180 hours
20 years of service and upward	200 hours

#### **Section Seven**

All full-time employees shall receive ten (10) paid holidays as set forth by the Board of Aldermen.

#### **Section Eight**

The Department Head of any department in the City may authorize no more than three (3) calendar days leave, from the date of death to the date of funeral as needed, in the event of the death of a wife, husband, mother, father, brother, sister, child, son-in-law, daughter-in-law, brother-in-law, sister-in-law, step child, step father, step mother, mother-in-law, father-in-law, or grandparent of the employee. Such leave shall not be deducted from either sick leave or vacation leave and shall be at the discretion of the Department Head.

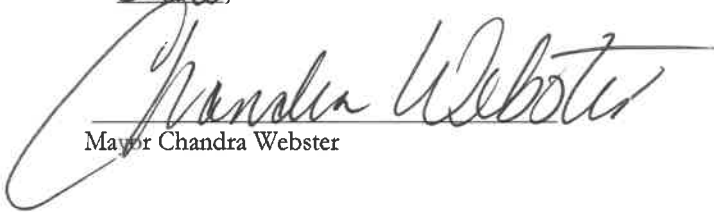
#### **Section Nine**

At the time of passage, the City shall prepare and attach Exhibit A to this Ordinance establishing the exact rate for each employee for that fiscal year within the established range. Any new hires will be subject to the range as laid out herein.

#### **Section Ten**

This Ordinance shall become effective from and after its passage and upon its approval.

PASSED AND APPROVED THIS 27 DAY OF June, 2019.

  
Mayor Chandra Webster

To approve Bill #2215


Motioned: Ald. Reynolds  
Seconded: Ald. Walker

	<u>Aye</u>	<u>Nay</u>
Reynolds	<u>X</u>	—
Halker	<u>X</u>	—
Walker	<u>X</u>	—
White	<u>X</u>	—

	<u>Aye</u>	<u>Nay</u>
Rose	<u>X</u>	—
Henderson	<u>X</u>	—
Young	<u>X</u>	—
Bowen	<u>X</u>	—

Absent: \_\_\_\_\_

ATTEST:

  
\_\_\_\_\_  
Dusty Hosna  
City Clerk