

ORDINANCE 71509

BOARD BILL NUMBER 40 AS AMENDED INTRODUCED BY ALDERWOMAN SHAMEEM CLARK -HUBBARD

1 An ordinance amending **Ordinance Number 70714** by amending Section One, repealing
2 Section Two of that ordinance and enacting in lieu thereof a new Section Two pertaining to the
3 same subject matters; and amending Section Three amending the pay matrix containing an
4 emergency clause. The provisions of the sections contained in this ordinance shall be
5 effective June 19, 2022.

6 **BE IT ORDAINED BY THE CITY OF SAINT LOUIS AS FOLLOWS:**

7 **SECTION ONE:**

8 Amending Section One, Repeal of Section Two and amending Section Three of **Ordinance**
9 **Number 70714.**

10 **Ordinance Number 70714** is hereby amended by amending Section One, repealing Section
11 Two of said Ordinance which is presently codified as Section 4.36.010 of the Code and enacting
12 in lieu thereof a new Section Two and amending Section Three which shall read as follows:

13 **SECTION TWO:**

14 The following command personnel and deputies in the Sheriff's Office as may be appointed
15 under provisions of Section 57.530 Missouri Revised Statutes, 1978 shall be compensated not in
16 excess of compensation as established in accordance with Section 4.36.020 and subsequent
17 sections of this chapter.

18 **TITLE GRADE**

19 Administrative Aide to the Sheriff 18G

20 Major 17G

- 1 Captain 16G
- 2 Lieutenant 14G
- 3 Chief Execution Deputy – Attorney 13G
- 4 Sergeant 13G
- 5 Deputy 12G

6 **SECTION THREE:**

7 (1) All full time employees employed on June 19, 2022 whose salary is established in
8 4.36.010 Sheriff Pay Schedules, shall receive a one-time, lump sum payment of \$2,000.00
9 effective with the pay period beginning July 3, 2022.

10 (2) Effective beginning with the bi-weekly pay period starting June 19, 2022, all
11 employees whose salary is established in Section 4.36.010, who would be eligible to receive
12 an increase receive a three percent (i.e. 3 percent) increase regardless of their current rate
13 or place in the pay schedule.

14 (3) Effective beginning with the bi-weekly pay period starting June 19, 2020, all
15 employees whose salary is established in Section 4.36.010, who would be eligible to receive
16 an annual step increase based on performance review and approval of the Sheriff will
17 receive a step increase and will be implemented on an individual’s anniversary date as
18 achieves a successful merit raise.

19 **SECTION FOUR: OFFICIAL PAY SCHEDULE OF GRADES.**

20 There is hereby adopted as the compensation schedule for all pay ranks established in Section
21 Two beginning with the bi-weekly pay period starting with the effective date of this ordinance.
22 There is hereby adopted as a minimal and maximum pay range and a Matrix reflecting suggested

1 salary increases within the pay range for all classification grades of positions in Section Two of
 2 this ordinance, beginning with the bi-weekly pay period concurrent with the effective date of this
 3 ordinance.

4 **Bi-Weekly Range of Pay in Whole Dollars**

| Grade | Minimum | Maximum |
|-------|--------------|--------------|
| 12 | 1,331 | 2,382 |
| 13 | 1,472 | 2,633 |
| 14 | 1,693 | 3,027 |
| 15 | 1,947 | 3,477 |
| 16 | 2,239 | 3,997 |
| 17 | 2,576 | 4,595 |
| 18 | 2,961 | 5,278 |

5 **Matrix**

| Step | 12 | 13 | 14 | 15 | 16 | 17 | 18 |
|------|------|------|------|------|------|------|------|
| 1 | 1331 | 1472 | 1693 | 1947 | 2239 | 2576 | 2961 |
| 2 | 1358 | 1501 | 1727 | 1986 | 2286 | 2628 | 3020 |
| 3 | 1385 | 1532 | 1762 | 2026 | 2331 | 2681 | 3082 |
| 4 | 1413 | 1563 | 1798 | 2067 | 2378 | 2735 | 3144 |
| 5 | 1442 | 1594 | 1835 | 2109 | 2427 | 2790 | 3207 |
| 6 | 1472 | 1627 | 1873 | 2153 | 2475 | 2846 | 3272 |
| 7 | 1501 | 1660 | 1910 | 2196 | 2525 | 2904 | 3337 |
| 8 | 1532 | 1694 | 1949 | 2239 | 2577 | 2963 | 3405 |
| 9 | 1563 | 1728 | 1988 | 2286 | 2629 | 3022 | 3473 |
| 10 | 1594 | 1763 | 2028 | 2332 | 2682 | 3083 | 3543 |
| 11 | 1627 | 1799 | 2070 | 2378 | 2736 | 3146 | 3615 |
| 12 | 1660 | 1836 | 2112 | 2428 | 2791 | 3209 | 3687 |
| 13 | 1694 | 1874 | 2155 | 2476 | 2848 | 3274 | 3762 |
| 14 | 1728 | 1911 | 2198 | 2526 | 2905 | 3339 | 3839 |

| | | | | | | | |
|----|------|------|------|------|------|------|------|
| 15 | 1763 | 1950 | 2242 | 2577 | 2963 | 3407 | 3915 |
| 16 | 1799 | 1989 | 2288 | 2629 | 3024 | 3475 | 3994 |
| 17 | 1836 | 2029 | 2334 | 2682 | 3084 | 3545 | 4075 |
| 18 | 1874 | 2071 | 2381 | 2736 | 3147 | 3617 | 4157 |
| 19 | 1912 | 2113 | 2430 | 2791 | 3211 | 3689 | 4241 |
| 20 | 1950 | 2156 | 2478 | 2848 | 3275 | 3764 | 4325 |
| 21 | 1989 | 2199 | 2528 | 2906 | 3340 | 3841 | 4413 |
| 22 | 2029 | 2243 | 2580 | 2964 | 3407 | 3918 | 4501 |
| 23 | 2071 | 2290 | 2632 | 3024 | 3476 | 3996 | 4592 |
| 24 | 2114 | 2335 | 2685 | 3085 | 3546 | 4077 | 4683 |
| 25 | 2156 | 2382 | 2739 | 3147 | 3617 | 4159 | 4778 |
| 26 | 2199 | 2431 | 2794 | 3211 | 3690 | 4243 | 4875 |
| 27 | 2243 | 2480 | 2851 | 3275 | 3765 | 4328 | 4973 |
| 28 | 2290 | 2531 | 2909 | 3340 | 3842 | 4416 | 5072 |
| 29 | 2335 | 2581 | 2967 | 3408 | 3918 | 4503 | 5174 |
| 30 | 2382 | 2633 | 3027 | 3477 | 3997 | 4595 | 5278 |

1 **SECTION FIVE: Shift differential compensation—Maximum salary—Increases.**

2 A. A shift differential compensation for certain work assignments may be paid. The
3 appointing authority shall determine the work assignments or activities performed for
4 which shift differential compensation shall be paid.

5 Before shift differential compensation may be made an employee must have completed (5) hours
6 of regular employment before 7:00 a.m. or five hours after 3:00 p.m. in the twenty-four-hour
7 period which begins at the employees' normal reporting time.

8 An employee shall be paid 1.00 percent of the employee's regular base bi-weekly rate for each
9 eligible shift worked in a bi-weekly pay period. An employee shall work a complete eligible shift
10 to receive shift differential compensation.

11 Shift differential shall not be paid to employees who work part-time, or full-time regular
12 employees docked for any portion of a shift. An employee shall receive shift differential for
13 working a portion of an eligible shift. Shift differential shall only be paid for whole hours

1 worked, providing the portion of the shift not worked is charged to paid leave. A fraction of an
2 hour shall not be counted toward the payment of the differential. An employee shall not receive
3 shift differential compensation for any overtime worked that is not part of their regular schedule.
4 Employees who work on a Saturday and/or Sunday shall be paid a weekend differential.
5 This differential shall be 1.00 percent of an employee's base bi-weekly rate and shall not be paid
6 for any overtime worked that is not part of an employee's regular schedule. An employee shall
7 receive weekend differential for working a portion of an eligible day. This differential shall only
8 paid for whole hours worked, providing the portion of the day not worked is charged to paid
9 leave. A fraction of an hour shall not be counted toward the payment of the differential.
10 Weekend differential shall not be paid to employees compensated on an hourly or per-
11 performance basis or to bi-weekly paid employees who work part-time or full-time regular
12 employees docked for any portion of a day. The appointing authority may approve the payment
13 of hiring incentives to recruit qualified personnel for positions that are difficult to fill. Hiring
14 incentives shall be in any amount up to twenty-five percent (25 percent) of the annual salary of
15 the position for which the incentive is to be paid.
16 An employee who is appointed to a position requiring advanced technical skills or professional
17 qualifications may be paid at a rate up to ten percent (10 percent) higher than prescribed for the
18 class. Such advancement shall be made solely on the basis that the employee possesses
19 exceptional academic qualifications related to the duties of the position. The appointing authority
20 may also establish other bonus, incentive, or reimbursement programs to encourage current
21 employees to attain registration, licensure, certification, or proof of professional mastery when it
22 is deemed to be in the best interest of the service, or when such credentials are clearly recognized

1 as adding to the capability of individuals in that area. Incentives, bonuses, or reimbursements
2 conveyed under such programs would not result in an employee being ruled ineligible for
3 bonuses or salary increases permitted under other sections of this chapter.
4 The appointing authority may establish a location allowance for positions which are difficult to
5 fill at specific duty stations. This allowance shall be in an amount up to ten percent of the median
6 of the pay range of the position for which the allowance is to be paid. The location allowance
7 shall be considered an addition to pay and shall not change the employee's base rate.

8 B. No employee shall be paid at the rate lower than the minimum or higher than the
9 maximum of the salary range established for the class to which his/her position has been
10 allocated, except as otherwise provided in this chapter.

11 C. When a new employee is approved under Section 57.530 Missouri Revised Statutes,
12 1978, the annual rate of compensation shall be twenty-six (26) times the first or lowest step
13 within each rank or position.

14 D. Deputies and assistants in the Sheriff's Office may receive such hourly, daily or other
15 rate for special services (**as may be allowed by the Circuit Court,**) for special services
16 (**authorized by the Circuit Court, and**) assigned by the Sheriff, when such special services are
17 for additional work over and above the regularly assigned working hours and payment of such
18 special service is being taxed as costs in the particular case or circumstance and deposit of such
19 cost is made in advance of such special services.

20 **SECTION SIX: Starting Salary.**

1 The minimum rate of pay for a position shall be paid upon original appointment to the class,
2 unless the appointing authority finds that it is impossible to recruit employees with adequate
3 qualifications at the minimum rate.

4 If an advanced starting salary is necessary, the appointing authority may establish a recruitment
5 rate for a single position or all positions in a class and authorize employment at a figure above
6 the minimum but within the regular range of salary established for the class.

7 **SECTION SEVEN: Promotion, demotion, reallocation and transfer.**

8 An employee who is transferred, promoted, demoted, or whose position is reallocated after the
9 effective date of this chapter, shall have his or her rate of pay for the new position determined as
10 follows:

11 A. Promotion. This shall be defined as a change of an employee from a position of one
12 class to a position of another class with higher pay grade.

13 1. When an employee is promoted to a position in the General Schedule, the
14 employee's salary shall be set at a rate which is five percent (5 percent) higher than the
15 rate received immediately prior to promotion. The Appointing Authority may approve up
16 to a twenty percent (20 percent) salary adjustment when such action is needed to attract
17 experienced, qualified candidates for a position. Such salary determination shall take into
18 consideration the nature and magnitude of the accretion of duties and responsibilities
19 resulting from the promotion. However, no employee shall be paid less than the
20 minimum rate nor more than the maximum rate for the new class of position, except as
21 otherwise provided in this chapter.

1 2. Temporary Promotions. Promotions of employees regardless of status, made
2 for a limited duration, shall result in a salary adjustment as in paragraph A.1 of this
3 section. Upon expiration of the temporary promotion, the employee shall be returned to
4 his/her former rate of pay, adjusted by any increases the employee may have received in
5 the absence of the temporary promotion.

6 In no case shall the employee's salary be above the maximum of the salary range.

7 B. Demotion. This shall be defined as a change of an employee to a position of one class
8 to a position of another class which has a lower pay grade.

9 1. If an employee accepts a voluntary demotion, his or her rate of pay shall be
10 reduced to a rate within the range for the new position. The appointing authority may
11 approve up to a ten percent (10 percent) salary decrease upon demotion. However, no
12 employee shall be paid less than the minimum nor more than the maximum rate for the
13 new class of position.

14 C. Reallocation.

15 1. The salary of an employee which is in excess of the maximum of the range
16 prescribed by this chapter for the class and grade to which his or her position has been
17 allocated or may be reallocated shall not be reduced by reason of the new salary range
18 and grade. The salary of such employee shall not be increased so long as he or she
19 remains in the class of position, except as otherwise provided by this chapter.

20 2. If the employee's position is reallocated to class in a lower pay grade and the
21 rate of pay for the previous position is within the salary range of the new position, his or
22 her salary shall remain unchanged.

1 3. The salary of an employee whose position is allocated to a class in a higher pay
2 grade shall be determined in accordance with the provisions of this subsection A.1 of this
3 section relating to salary advancement on promotion.

4 D. Transfer. The salary rate of an employee who transfers to a different position in the
5 same class, or from a position in one class to a position in another class in the same pay grade,
6 regardless of pay schedule, shall remain unchanged, provided that no employee shall be paid less
7 than the minimum rate nor more than the maximum rate for the new class of position.

8 **SECTION EIGHT: Salary adjustment.**

9 A. A decrease in the salary range for poor performance of the duties of the position or for
10 job performance which does not warrant continued pay at an advanced rate in the salary range
11 shall be made in accordance with standards established by the appointing authority.

12 1. Exceptional Performance of Duties. The appointing authority of an employee
13 who demonstrates exceptional performance of duties or outstanding qualifications may
14 advance the employee, by not more than ten percent (10 percent) after twenty-six (26)
15 weeks of employment at a rate in the salary range which may be in addition to any merit
16 increase received.

17 2. Substandard Performance of Duties. The appointing authority of an employee
18 whose level of performance is significantly diminished and no longer warrants payment
19 at the current rate within the range may be decreased to a lower rate in the salary range.

20 B. The pay of any employee may be decreased as a disciplinary action by an appointing
21 authority to a lower rate or step within a salary range. The decrease shall not be greater than
22 fifteen percent (15 percent) of the employee's current salary rate. In no case shall the decrease be

1 below the minimum of the pay range for the class. The appointing authority may determine that
2 the pay decrease shall be effective for a specific number of bi-weekly pay periods, providing,
3 however, that such decrease shall not be effective for more than twenty six (26) weeks.

4 C. The appointing authority may establish procedures for the review and approval of
5 within-range salary adjustments to correct or mitigate serious and demonstrable internal pay
6 inequities. Salary adjustment under this provision shall preclude adjustments to compensate or
7 reward employees for long-term or meritorious service.

8 D. The appointing authority may approve a within range salary adjustment or other
9 incentives to retain employees in positions that are difficult to fill, or because of their unique
10 requirements. Said adjustment may only be granted once during a twenty-six (26) week period.

11 E. For the purpose of computing earnings and length of service for salary advancement,
12 the time shall start with the Sunday preceding all appointments effective on Monday. Absence
13 from service as a result of vacation, sick leave, jury/witness leave, suspension, non-paid absence,
14 leave of absence for service in the armed forces, and leaves of absence for study to improve
15 performance of a City job will not interrupt continuous service. Absence from service for any
16 other cause except as set forth above will result in breaking continuity of service.

17 **SECTION NINE: Income sources.**

18 Any salary paid to an employee in the City service shall represent the total remuneration for the
19 employee, excepting reimbursements for official travel and other payments specifically
20 authorized by ordinance. No employee shall receive remuneration from the City in addition to
21 the salary authorized in this chapter for services rendered by the employee in the discharge of the

1 employee's ordinary duties, of additional duties which may be imposed upon the employee, or of
2 duties which the employee may undertake or volunteer to perform.

3 Whenever an employee not on an approved paid leave works for a period less than the regularly
4 established number of hours a day, days a week, or days bi-weekly, the amount paid shall be
5 proportionate to the hours in the employee's normal work week and the bi-weekly rate for the
6 employee's position. The payment of a separate salary for actual hours worked from two or more
7 departments, divisions, or other units of the City for duties performed for each of such agencies
8 is permissible if the total salary received from these agencies is not in excess of the maximum
9 rate of pay for the class.

10 **SECTION TEN: Conversion.**

11 All pay schedules in [Section 4.36.020](#) shall continue in effect until the beginning of the bi-
12 weekly pay period starting concurrently with or after the effective date of this chapter, and then
13 the rates will be adjusted as follows:

14 A. The rates shall be adjusted in accordance with the minimum and maximum bi-weekly
15 rates of pay and within the Matrix.

16 B. No employee shall be reduced in salary by reason of the adoption of the new pay
17 schedules in this chapter.

18 C. All pay schedules established in Ordinance 69190 and 69929 shall continue in effect
19 until the beginning of the bi-weekly pay period effective upon passage of this chapter.

20 1. Based upon the service rating of an employee together with the standards of
21 performance established by the Sheriff shall determine eligibility for an
22 annual one step within pay range (merit) increase; or at the discretion of the

1 Sheriff of an increase of more than one step by not more than ten percent (10
2 percent) or to the closest step in the pay range which provides not more than a
3 ten percent (10 percent) increase for exceptional performance of duties. Any
4 such pay increases shall be adjusted by the employee's anniversary date.

5 The compensation of the Sheriff in a city not within a county may be annually increased by an
6 amount equal to the annual salary adjustment for employees of such a city as approved by the
7 board of alderman of such city and in accordance with R.S.Mo. 57.550.

8 **SECTION ELEVEN: Changes to pay plan.**

9 Whenever the appointing authority finds it necessary to add a new class to the pay plan, the
10 appointing authority shall allocate the class to an appropriate grade and schedule in this chapter,
11 and notify the Board of Aldermen of this action.

12 Whenever the appointing authority finds it necessary to change the pay schedule of an existing
13 class within the pay plan, the appointing authority shall allocate the class to the appropriate
14 schedule in this chapter, and notify the Board of Aldermen of this action.

15 **SECTION TWELVE: Military leave.**

16 A. The City of St. Louis will follow all applicable state and federal laws on the granting of
17 military leave and reemployment rights. Before military leave without pay is authorized,
18 the employee shall present to the employee's appointing authority evidence of such
19 military service. Upon the expiration of military leave of absence, the employee shall be
20 reinstated to the class of position he/she occupied at the time the leave was granted
21 without breaking continuity of service. Failure of an employee to report for duty within

1 the time pursuant to state or federal law shall be just cause for dismissal. The employee's
2 accumulated leave balance(s) shall be restored to the employee upon his/her return.

3 **SECTION THIRTEEN: Leave of absence and family/medical leave.**

4 Employees may request a leave of absence for any reason under the leave policy, or may be
5 eligible for a "family/medical leave of absence" for certain qualifying reasons under provisions
6 of the federal "Family and Medical Leave Act of 1993" as provided in this chapter.

7 A. An appointing authority, may grant an employee in a competitive position a general leave
8 **of absence with pay for a period not to exceed six (6) months, and an additional**
9 **general leave** of absence without pay for a period not to exceed six (6) **additional**
10 months **thereafter**, whenever such leave is considered to be in the best interest of the
11 City service. Such non-paid leaves are granted at the discretion of the appointing
12 authority and may be for any reason including an employee's personal illness when the
13 circumstances do not qualify for family/medical leave, or when eligibility for
14 family/medical leave has been exhausted.

15 Upon the expiration of such leave of absence, the employee shall be reinstated to the
16 competitive position he or she occupied at the time the leave was granted provided he or she
17 is able to perform the duties of the position. The employee shall be reinstated to the position
18 at the same relative rate in the salary range the employee occupied at the time the leave was
19 initiated. Failure of an employee to report for duty promptly at the expiration of the leave
20 shall be just cause for dismissal. If necessary to the efficient conduct of the business of the
21 City, an employee on leave other than military leave or qualifying family/medical leave may
22 be notified by the appointing authority to return prior to the expiration of such leave. Failure

1 of the employee to return within ten (10) days after receipt of such notice would terminate
2 his/her leave of absence and be just cause for dismissal, subject to any applicable federal,
3 state or local regulations.

4 B. The federal "Family and Medical Leave Act of 1993" entitles eligible employees to up to
5 12 weeks of unpaid leave in any 12-month period for the birth, adoption or placement of
6 a child, to care for a spouse or an immediate family member with a serious health
7 condition, or when the employee is unable to work because of a serious health condition.

8 While an employee is on a qualifying family/medical leave of absence, the City of St.
9 Louis will continue to pay the employee's health care premiums, if any, during the leave
10 period. Once the leave is concluded, the employee shall be reinstated to the same or an
11 equivalent job.

12 The appointing authority shall establish additional rules, guidelines and procedures for
13 the effective administration of the "Family/Medical Leave Policy." The policy shall
14 comply with all provisions of the "Family/Medical Leave Act of 1993" and any
15 amendments thereafter.

16 C. Employees who are granted general leaves of absence and other non-paid leaves of
17 absence, except family/medical leaves of absence, must take all accrued vacation and
18 authorized sick leave at the start of the leave of absence. Employees who are granted a
19 non-paid leave of absence will not accrue vacation or sick leave during the period of non-
20 paid leave. Upon the expiration of such leaves of absence, the employee shall follow the
21 procedures as established in this section and any other applicable regulations and
22 procedures as established by the appointing authority.

1 D. An appointing authority, may place an employee on investigative leave of absence
2 without pay pending the outcome of criminal charges pending against the employee.

3 **SECTION FOURTEEN: Holidays.**

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

| Date | Holiday |
|---------------------------|-----------------------------------|
| January 1 | New Year's Day |
| Third Monday in January | Dr. Martin Luther King's Birthday |
| February 12 | Lincoln's Birthday |
| Third Monday in February | President's Day |
| May 8 | Truman's Birthday |
| Last Monday in May | Memorial Day |
| July 4 | Independence Day |
| First Monday in September | Labor Day |
| October 8 | Columbus Day |

| Date | Holiday |
|-----------------------------|------------------|
| November 11 | Veterans' Day |
| Fourth Thursday in November | Thanksgiving Day |
| December 25 | Christmas Day |

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

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

15 The Sheriff shall determine the manner of granting holidays. When full-time employees are
16 required to work on a holiday they shall be entitled to compensation for the holiday and the

1 hours actually worked. Compensation for the holiday shall be in an amount proportionate to the
2 number of hours an employee is regularly scheduled to work in a day or 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 The holiday compensation procedures established by this section shall apply to full-time
8 employees paid a bi-weekly rate. Part-time bi-weekly paid employees shall be compensated for
9 holidays in proportion to the percentage of time they are regularly scheduled to work.

10 Employees paid on an hourly or per performance basis shall not be entitled to holiday
11 compensation.

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

15 **SECTION FIFTEEN: Jury and witness leave.**

16 A. Jury leave with pay shall be granted to bi-weekly paid employees working one-half (50
17 percent) time or more for such time when such employees are serving as jurors pursuant
18 to order of the St. Louis Circuit Court or Federal District Court in St. Louis. Any bi-
19 weekly paid employee, when so summoned for jury service, shall report such fact within
20 seventy-two (72) hours to his/her appointing authority and display to the appointing
21 authority the summons which the employee has received and shall give the appointing
22 authority in writing the date and the time of such jury service. No bi-weekly paid

1 employee shall receive any compensation from the Jury Commissioner or the Federal
2 District Court system for jury service for days the employee receives compensation from
3 the City. A bi-weekly paid employee may keep the jury stipend for days when the
4 employee receives no compensation from the City (off days, docks, leaves, etc.) Upon
5 being excused from serving as a juror by the Court or the Jury Commissioner, the
6 employee shall report forthwith to his/her appointing authority and shall submit to his/her
7 appointing authority a written statement from the Jury Commissioner certifying that the
8 employee has served as a juror and the time and date so served. The appointing authority
9 shall, upon receipt of the statement of jury service, credit the employee with paid jury
10 leave for such service.

11 B. Leave with pay shall be granted to bi-weekly paid employees for such time when the
12 employee's presence is required by the prosecutor as a part of a grand jury procedure, a
13 trial in prosecuting accused criminals (or for jury service in Federal Court). Any bi-
14 weekly paid employee, when so subpoenaed as a prosecution witness or whose presence
15 is required as a part of a grand jury inquiry, shall report such fact within seventy-two (72)
16 hours to his/her appointing authority and shall give the appointing authority in writing the
17 date and time his/her presence is required for such criminal prosecution. Each appointing
18 authority shall establish controls to assure that any paid leave is actually required by the
19 prosecuting authority. An appointing authority may require an employee to furnish
20 satisfactory evidence of being required to be off the job and that all time off was in
21 connection with the prosecution of the case. This procedure shall apply for employee
22 participation in criminal prosecution in State or Federal Courts.

1 **SECTION SIXTEEN: Compensation for Sheriff's Attorney.**

2 The "Sheriff's Attorney" as provided under Section 57.540, Missouri Revised Statutes, 1978, shall
3 receive in addition to the compensation for his services as provided thereunder the sum of not
4 less than three thousand dollars per annum in bi-weekly installments. In no event shall the total
5 of said salary exceed twenty-five thousand dollars.

6 **SECTION SEVENTEEN: Emergency Clause**

7 **This being an ordinance for the preservation of peace, health and safety, it is hereby**
8 **declared to be an emergency measure within the meaning of Sections 19 and 20 of Article**
9 **IV of the Charter of the City of St. Louis and shall become effective immediately upon its**
10 **passage and approval by the Mayor.**

1 **BOARD BILL NO. 212AA** **INTRODUCED BY: PRESIDENT LEWIS E. REED**

2 An ordinance amending Ordinance 70053 by repealing Section Two of that ordinance
3 and enacting in lieu thereof a new Section Two pertaining to the same subject matters; and
4 containing an emergency clause.

5 **BE IT ORDAINED BY THE CITY OF SAINT LOUIS AS FOLLOWS:**

6 **SECTION ONE. Repeal of Section Two of Ordinance 70053**

7 Ordinance 70053 is hereby amended by repealing Section Two of said Ordinance which
8 is presently codified as Section 4.36.010 of the Code and enacting in lieu thereof a new
9 Section Two which shall read as follows:

10 4.36.010

11 The following command personnel and deputies in the Sheriff's Office as may be
12 appointed under provisions of Section 57.530 Missouri Revised Statutes, 1978 shall be
13 compensated not in excess of compensation as established in accordance with Section
14 4.36.020 and subsequent sections of this chapter.

| 15 | TITLE | GRADE |
|----|------------------------------------|--------------|
| 16 | Administrative Aide to the Sheriff | 18G |
| 17 | Major | 17G |
| 18 | Captain | 16G |
| 19 | Lieutenant | 14G |
| 20 | Chief Execution Deputy – Attorney | 13G |
| 21 | Sergeant | 13G |
| 22 | Senior Deputy | 12G |
| 23 | Deputy Sheriff – Level 1 | 12G |

1 Deputy Sheriff – Level 2

12G

2

3 **SECTION TWO. Emergency Clause**

4 This being an ordinance for the preservation of peace, health and safety, it is
5 hereby declared to be an emergency measure within the meaning of Sections 19
6 and 20 of Article IV of the Charter of the City of St. Louis and shall become
7 effective immediately upon its passage and approval by the Mayor.