

BOARD BILL NO. 14 SPONSOR: PRESIDENT JAMES SHREWSBURY

1 An ordinance enacted pursuant to Section 56.540, Revised Statutes of Missouri to
2 repeal Ordinance No.64941 and Ordinance 65523 relating to the office of the Circuit Attorney of the
3 City of St. Louis, allocating the positions established by said Section 56.540, R.S.Mo. to classes with
4 grades and a schedule setting minimum and maximum salaries for such grades; providing that the
5 Circuit Attorney's appointments to such positions be of such grades and within such range as she
6 may determine; providing that such salaries be paid bi-weekly; providing for payment of overtime
7 wages on an hourly basis at the bi-weekly rate when such overtime is authorized as necessary by the
8 Circuit Attorney; and containing an emergency clause.

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

10 **SECTION ONE.** Ordinance No.64941 and Ordinance 65523 are hereby repealed
11 and, in lieu thereof, the following provisions are enacted.

12 **SECTION TWO.** The following positions of the Office of the Circuit Attorney of
13 the City of St. Louis, authorized by Sect. 56.540, R.S.Mo., to a grade in the following Section with
14 the rates therein established, to-wit:

Title	Code	Grade	
First Assistant Circuit Attorney		1601	
Chief Trial Assistant Circuit Atty.	1602		
Chief Warrant Officer		1603	
Chief Misdemeanor Officer		1604	
Special Assistant Circuit Attorney I	1605	15P	
Special Assistant Circuit Attorney II		1606	17P
Assistant Circuit Attorney I	1607	15P	
Assistant Circuit Attorney I/A		1614	14P
Assistant Circuit Attorney II	1608	17P	

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1	Assistant Circuit Attorney III	1609	18P		
2	Assistant Circuit Attorney IV			1610	19M
3	Administrative Assistant		1622	14M	
4	Administrative Secretary	1614	14G		
5	Chief Clerk	1617	13G		
6	Title		Code	Grade	
7	Chief Investigator			1630	15P
8	Clerk I			1112	8G
9	Clerk II			1113	9G
10	Clerk III				1114 11G
11	Clerk IV				1115 13G
12	Computer Operations Manager			1361	15P
13	Computer Operations Supervisor		1327		13P
14	Computer Operator I			1323	10G
15	Computer Operator II			1324	11G
16	Computer Operator III			1325	12G
17	Grand Jury Stenographer			1615	12G
18	Investigator I/A			1633	10G
19	Investigator I			1631	13G
20	Investigator II			1632	14G
21	Investigator III			1634	15G
22	Legal Secretary			1134	12G
23	Paralegal Assistant			2365	13G
24	Secretary I				1131 9G
25	Secretary II			1132	10G
26	Secretary III			1133	11G
27	Social Worker			6141	13G
28	Telephone Operator			1161	8G
29	Typist Clerk I			1121	8G
30	Typist Clerk II			1122	9G
31	Victim Services Counselor I			1642	11G
32	Victim Services Counselor II			1643	14G
33	Victim Services Supervisor			1644	15P

34 **SECTION THREE.**(a) There is hereby adopted as the salary pay schedule for all classification
35 grades of positions in Section One of this ordinance, beginning with the bi-weekly pay period June
36 13,2004.

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

38 **GRADE MINIMUM MAXIMUM**

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1	5	619	928
2	6	674	1011
3	7	735	1102
4	8	801	1201
5	9	873	1309
6	10	951	1427
7	11	1037	1556
8	12	1130	1696
9	13	1251	1878
10	14	1439	2159
11	15	1654	2483
12	16	1904	2855
13	17	2189	3284
14	18	2517	3776
15	19	2895	4343
16	20	3330	4994
17	21	3596	5394
18	22	3883	5825
19	23	4194	6292
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21 SECTION THREE.(b) There is hereby adopted as the salary pay schedule for all classification grades
 22 of positions in Section One of this ordinance, beginning with the bi-weekly pay period June 12,2005.

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

25	GRADE	MINIMUM	MAXIMUM
26	5	631	947
27	6	687	1031
28	7	750	1124
29	8	817	1225
30	9	890	1335
31	10	970	1456
32	11	1058	1587
33	12	1153	1730
34	13	1276	1916
35	14	1468	2202
36	15	1687	2533
37	16	1942	2912

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1	17	2233	3350
2	18	2567	3852
3	19	2953	4430
4	20	3397	5094
5	21	3668	5502
6	22	3961	5942
7	23	4278	6418
8			

9 **SECTION FOUR.** The Circuit Attorney, in making appointments to the positions
10 authorized by Section 56.540 R.S.Mo., shall make said appointments within the classes and grades
11 set out in Section One of this ordinance, and to an amount of pay within a
12 grade: provided further that the Circuit Attorney may, in her sole discretion, change the
13 classification, grade and amount paid to a person appointed as she determines to be required. **The**
14 **Circuit Attorney may establish probationary rates of pay for classes of positions established**
15 **in this pay ordinance. Such probationary rates shall be less than the rate paid to a regular**
16 **employee.**

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18 **SECTION FIVE.** The salaries for grades of positions shall be paid bi-weekly.

19 **SECTION SIX.** The annual rate of employee compensation shall be twenty-six (26)
20 times the bi-weekly scale of pay for the grade applicable to each employee's position. No employee
21 shall be paid at a rate lower than the minimum or higher than the maximum of the salary range
22 established for the grade to which his/her class has been allocated. Nothing in this section shall be
23 construed as preventing the Circuit Attorney from paying less than the maximum provided in this
24 ordinance.

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SECTION SEVEN. (a) All pay schedules Section 2 (a) shall continue in effect until the pay period starting June 12, 2005, after which time the rates to be paid to employees in positions of any class for which a rate is established or changed in Section 2(b), of this ordinance shall become effective and be adjusted as follows:

(1) The salary of each employee whose pay range is established in Section 2(a) of this ordinance and whose class title remains unchanged or whose class title is changed to better describe his/her position, without a substantial revision in the class of position shall remain the same.

(2) The salary of each employee whose pay range is established in Section 2(b) of this ordinance and whose class title remains unchanged or whose class title is changed to better describe his/her position, without a substantial revision in the class of position shall have their current salary increased by a factor of two percent (2%), rounded to the nearest whole dollar or the minimum of the salary range. This provision shall not apply to employees whose rate is deemed to be above the new maximum of the range as a result of demotion or reallocation.

SECTION EIGHT. Employees occupying positions allocated in Section One to a grade of 15G or lower , or to a grade of 18P or lower, may be eligible to receive, in addition to their regular salary, pay for overtime hours authorized by the Circuit Attorney. The rate of such overtime pay shall be subject to the requirements of the Fair Labor Standards Act of 1938, as applicable, and

1 shall be allowed on the basis of hours worked and the bi-weekly rate of pay. Compensatory time
2 may be allowed in lieu of overtime pay as provided by law.

3 Employees occupying positions allocated to a management grade designated by the letter "M"
4 following the grade number are ineligible to receive additional compensation for time worked over
5 that ordinarily required.

6 **SECTION NINE.** This ordinance is declared to be an emergency measure as defined
7 by Article IV, Section 20, of the Charter of the City of St. Louis and shall take effect immediately
8 upon its passage and approval by the mayor of the City of St. Louis.

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