

**BOARD BILL # 110 INTRODUCED BY ALDERMAN CRAIG SCHMID**

1 An ordinance enacted pursuant to Section 56.540, Revised Statutes of Missouri to repeal  
2 Ordinance No. 68743 relating to the Office of the Circuit Attorney of the City of St. Louis,  
3 allocating the positions established by Section 56.540, R.S.Mo. to classes with grades and a  
4 schedule setting minimum and maximum salaries for such grades by repealing Section Two and  
5 replacing said Section with provisions of this ordinance, providing that such salaries be paid bi-  
6 weekly; providing for payment of overtime wages on an hourly basis at the bi-weekly rate when  
7 such overtime is authorized as necessary by the Circuit Attorney and containing an emergency  
8 clause.

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

9 **SECTION ONE.** Ordinance No. 68743 is hereby repealed and, in lieu thereof, the  
10 following provisions are enacted.  
11

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

15	<b>Title</b>	<b>Code</b>	<b>Grade</b>
16	First Assistant Circuit Attorney	1601	21M
17	Chief Trial Assistant	1602	20M
18	Chief Warrant Officer	1603	20M
19	Chief Misdemeanor Officer	1604	20M
20	Special Assistant Circuit Attorney I	1605	15P
21	Special Assistant Circuit Attorney II	1606	17P
22	Attorney I	2361	15P
23	Attorney II	2362	17P

1	Attorney III	2363	18P
2	Attorney IV	2367	20M
3	Attorney Manager	2364	20M
4	Administrative Assistant	1622	14P
5	Administrative Secretary	1614	14G
6	Chief Clerk	1617	<b>15P</b>
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	Investigator IA	1633	10G
18	Investigator I	1631	13G
19	Investigator II	1632	14G
20	Investigator III	1634	15G
21	Legal Secretary	1134	<b>11G</b>
22	Paralegal	2365	12G
23	Secretary I	1131	9G
24	Secretary II	1132	10G
25	Secretary III	1133	11G

1	Telephone Operator	1161	8G
2	Typist Clerk I	1121	8G
3	Typist Clerk II	1122	9G
4	Victim Services Counselor I	1642	13G
5	Victim Services Counselor II	1643	14P
6	Victim Services Supervisor	1644	15P

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8 **OFFICIAL PAY SCHEDULE FOR CLASSIFICATION GRADES**

9           The following is hereby adopted as the allocated salary pay schedule for all classification  
10 grades of positions in Section Two of this ordinance, beginning with the biweekly pay period  
11 starting the effective date of this Ordinance. The following bi-weekly pay schedule for all grades  
12 shall become effective with the beginning of the first pay period following effective passage of  
13 this ordinance:

14	<b>GRADE</b>	<b>MINIMUM</b>	<b>MAXIMUM</b>
15	6	747	<b>1143</b>
16	7	816	<b>1246</b>
17	8	889	<b>1359</b>
18	9	968	<b>1481</b>
19	10	1055	<b>1616</b>
20	11	1151	<b>1761</b>
21	12	1254	<b>1920</b>
22	13	1320	<b>2124</b>
23	14	1580	<b>2442</b>
24	15	1835	<b>2809</b>
25	16	2111	<b>3229</b>

1	17	2428	<b>3716</b>
2	18	2791	<b>4273</b>
3	19	3212	<b>4913</b>
4	20	3694	<b>5650</b>
5	21	3989	<b>6102</b>
6	22	4308	<b>6589</b>
7	23	4651	<b>7119</b>

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9           **SECTION THREE.** 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  
11 grades set out in Section Two of this ordinance, and to an amount of pay within a grade;  
12 provided further that the Circuit Attorney may, in her sole discretion, change the classification,  
13 grade and amount paid to a person appointed as she determines to be required. The Circuit  
14 Attorney may establish probationary rates of pay for classes of positions established in this pay  
15 ordinance. Such probationary rates may be less than the rate paid to a regular employee.

16           **SECTION FOUR.** The salary for grades of positions shall be paid bi-weekly.

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

23           **SECTION SIX.** (A) Employees occupying positions allocated in Section Two to a  
24 grade of 15G or lower, or to a grade of 18P or lower, may be eligible to receive, in addition to  
25 the regular salary, pay for overtime hours authorized by the Circuit Attorney. The rate of such

1 overtime pay shall be subject to the requirements of the Fair Labor Standards Act of 1938, as  
2 applicable, and shall be allowed on the basis of hours worked and the bi-weekly rate of pay.  
3 Compensatory time may be allowed in lieu of overtime pay as provided by law. Employees  
4 occupying positions allocated to a management grade designated by the letter "M" following the  
5 grade number are ineligible to receive additional compensation for time worked over that  
6 ordinarily required.

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