



**ST. LOUIS BOARD OF ALDERMEN
FULL BOARD MEETING
CHAMBERS
THURSDAY, JUNE 18, 2026 AT 10:00 AM
AGENDA NO.**

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- 1. Call to Order**
- 2. Roll Call**
- 3. Opening Reflection or Prayer**
- 4. Announcement of any Special Order of the Day**
- 5. Introduction of Honored Guests**
- 6. Approval of Minutes of Previous Meeting**
 - a) Motion to approve minutes from Friday, June 5, 2026**
- 7. Report of City Officials**
 - a) Report of the Clerk of the Board of Aldermen**

The following Board Bill from the 2026-2027 Legislative Session was Third Read and Finally passed by the Board, signed by the President and delivered to the Mayor for their signature pursuant to law. The list below shows the Bill Number, Name of the Sponsor, and Date Delivered:

B.B. #21	Cox Antwi	06-12-2026
B.B. #29	Clark Hubbard	06-12-2026

- b) Office of the Mayor**
None
- c) Office of the President**
None



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**d) Office of the Comptroller
None**

**8. Petitions and Communications
None**

9. Board Bills for Perfection – Informal Calendar

B.B. #10 - Clark Hubbard, Aldridge - An ordinance relating to the appointment of and salaries of certain Employees in the Sheriff's Office pursuant to Section 57.530, Revised Statutes of Missouri, by repealing Ordinance Number 71968; allocating certain other employees to a grade with rate; and including an emergency clause. The provisions of the sections contained in this ordinance shall be effective with the start of the first pay period following approval by the Mayor.

B.B. #28AAOF - Devoti, Schweitzer, Cox Antwi, Browning, Velazquez - An ordinance requiring the installation of water meters on certain service connections in the City of St. Louis, providing mechanisms for enforcement including providing authority to deny or withhold service for noncompliance, and delegating authority to the Water Division to administer, implement, and set technical standards for meter installation. The requirement applies prospectively to new service connections and mandates the installation of meters only on certain existing service connections. The ordinance also includes a severability clause.

**10. Board Bills for Third Reading – Informal Calendar
None**



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11. Resolutions – Informal Calendar

None

12. First Reading of Board Bills

B.B. #45 - Clark Hubbard - Pursuant to Ordinance Number 70333 as amended by Ordinance Number 71394, an ordinance directing the Director of Streets to install speed humps to calm the flow of traffic on the 5000, 5100, and 5200 blocks of Ridge.

B.B. #46 - Aldridge - An Ordinance amending Ordinance No. 71302, which ordinance relates to an original Lease Agreement dated January 1, 2021, between The City of St. Louis, Missouri (the “City”) and United Fruit and Produce Company (“Lessee”), and authorizing the execution of a First Amendment to Lease Agreement between the City and Lessee for certain land at or near 5 Clinton Street under certain terms and conditions as set forth in the First Amendment, attached hereto as Exhibit A, and containing a severability clause.

B.B. #47 - Sonnier - An ordinance approving a Redevelopment Plan dated August 26, 2025 (“Plan”) for the Tiffany Scattered Sites II Area (“Area”) in the City of St. Louis.

B.B. #48 - Schweitzer - An ordinance entitled “Data Center Environmental Impact Monitoring”; the purpose of this ordinance is to establish a mandatory environmental monitoring and reporting program for data center buildings; containing a severability clause.

B.B. #49 - Schweitzer, Sonnier, Clark Hubbard - An Ordinance recommended by the Planning Commission amending the Zoning Code to add Section 26.77 creating comprehensive zoning regulations for Data Centers. Approved by the Planning Commission on June 10, 2026; and containing a severability clause.



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B.B. #50 - Aldridge, Pres. Green - An ordinance repealing Ordinance 71212, as codified in Chapter 8.108A of the Revised Code of the City of St. Louis, and any other ordinances or portions of ordinances codified Chapter 8.108A that are inconsistent with this ordinance, and establishing updated regulations for the licensing and operation of mobile food vendors, including designated commercial vending markets, predetermined vending locations, permit display requirements, and administrative oversight by the Streets Department.

13. Reference to Committee of Board Bills

HUDZ B.B. #46, #47, #48, #49, #50

PIFU B.B. #45

14. Second Reading and Report of Standing Committees

a) Do Pass Recommendation

HUDZ **B.B. #43AAIC - Schweitzer, Keys** - An Ordinance recommended by the Board of Estimate and Apportionment amending Ordinance Number 71393, Ordinance Number 71494, Ordinance Number 71554, Ordinance Number 71555, Ordinance Number 71561, Ordinance Number 71591, Ordinance Number 71592, Ordinance Number 71650, Ordinance Number 71696, Ordinance Number 71840, Ordinance Number 71864, and Ordinance Number 72125 by reappropriating certain amounts specified herein in an aggregate amount of Three Million Sixty-Seven Thousand Eighty-Six and 60/100ths dollars (\$3,067,086.60), of which Two Millions Three Hundred Seventy-Eight Thousand Six Hundred Forty-Nine and 62/100ths dollars (\$2,378,649.62) is appropriated for water infrastructure replacement and repair projects and \$688,436.98 Six Hundred Eighty-Eight Thousand Four Hundred Thirty-Six and



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98/100ths dollars is appropriated for food assistance; and with an emergency clause.

HUDZ B.B. #44 - Keys - An ordinance authorizing and directing the Mayor and Comptroller of the City of St. Louis to execute, upon receipt of and in consideration of the sum of Two Hundred and No Dollars(\$200.00) and other good and valuable consideration, a Quit Claim Deed to remise, release, and forever quit-claim unto Willie Jarman certain City-owned property located in City Block 4411A, which property is known and numbered as 4052 Camellia Avenue in the City of St. Louis, Missouri and containing an emergency clause.

PIFU B.B. #33 - Browning - Pursuant to Ordinance Number 70333 as amended by Ordinance Number 71394, an ordinance directing the Director of Streets to install speed humps to calm the flow of traffic on the 4300 block of West Pine Boulevard.

b) Do Not Pass Recommendation
None

c) Without Recommendation
None

15. Report of Special Committees
None

a) Do Pass Recommendation

b) Do Not Pass Recommendation

c) Without Recommendation

16. Board Bills for Perfection – Consent



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B.B. #8 - Schweitzer, Sonnier, Aldridge - An ordinance relating to the appointment of and salaries of certain employees in the Collector of Revenue's Office pursuant to Section 82.610, Revised Statutes of Missouri, by repealing **Ordinance 71966**; allocating certain other employees to a grade with rate; and including an emergency clause. The provisions of the sections contained in this ordinance shall be effective with the start of the first pay period following approval by the Mayor.

17. Board Bills for Perfection

B.B. #22AAIC - Pres. Green, Mayor Spencer, Aldridge - An Ordinance recommended by the Board of Estimate and Apportionment appropriating the sum of two hundred and fifty-five million and 0/100ths dollars (\$255,000,000.00) of Rams Settlement Funds for deposit into various new special funds to rebuild North St. Louis from the May 16th tornado and decades of disinvestment, support infrastructure and neighborhoods citywide, and revitalize Downtown to increase revenue for the entire city with amounts as described herein; and containing a severability clause and an emergency clause.

18. Report of Engrossment

B.B. #15, #16, #26AAIC, #31, #18, #23, #37AAIC, #19 #25AAIC

19. Third Reading and Final Passage of Board Bills – Consent

B.B. #15 - Aldridge - An ordinance relating to the appointment of and salaries of certain employees of the St. Louis Board of Election Commissioners (the "Election Board") pursuant to §§ 115.045 and 115.049, Revised Statutes of Missouri ("RSMo."), by repealing Ordinance Number 71887; allocating certain other employees to a grade with rate; and including an emergency clause. The provisions



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of the sections contained in this ordinance shall be effective with the start of the first pay period after approval by the Mayor.

B.B. #16 - Aldridge - An Ordinance to regulate employer and employee working relationships between the City of St. Louis and all employees under the Medical Examiner's Office, including a compensation plan, terms and conditions of employment, benefits, leaves of absence, and authorization for a Deferred Compensation Plan; repealing Ordinance Number 71970; allocating certain other employees to a grade with rate; and including an emergency clause. The provisions of the sections contained in this ordinance shall be effective with the start of the first pay period in which this ordinance is approved by the Mayor.

B.B. #26AAIC - Aldridge - The Board Bill repeals Ordinance Number 71965 relating to the position, classifications and salaries of the Treasurer's Office employees and enacting in lieu thereof a new ordinance dealing with the same subject matter and containing an emergency clause. The provisions of the sections contained in this ordinance shall be effective with the start of the first pay period following approval of the Mayor.

B.B. #31 - Clark Hubbard, Aldridge - An ordinance making appropriation for payment of the operating expenses, capital expenses, including lease purchase agreements and debt service expenses of the Parking Division of the Treasurer's Office for fiscal year July 1, 2026 through June 30, 2027, in the sum of Twenty-One Million, Thirty-Seven Thousand, Nine Hundred Sixty-Six Dollars (\$21,037,966) including One Million, Four Hundred Seventy-Five Thousand, Seven Hundred Sixty-Eight Dollars (\$1,475,768) for Capital Improvements; containing an emergency clause.



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B.B. #18 - Devoti, Browning - An ordinance authorizing the honorary street name Sister Felicetta Cola Avenue pursuant to Ordinance Number 68604, which shall begin at the intersection of Wilson Avenue and Macklind Avenue and run East on Wilson Avenue to the intersection of Wilson Avenue and Edwards Street.

B.B. #18 - Devoti - Pursuant to Ordinance Number 70333 as amended by Ordinance Number 71394, an ordinance directing the Director of Streets to install speed humps to calm the flow of traffic on various blocks in the 5th ward.

B.B. #37AAIC - Aldridge, Pres. Green, Devoti, Boyd, Cohn - An ordinance pertaining to compensation for employees of the Board of Aldermen and authorizing a one-time supplemental payment. The provisions of this ordinance shall be effective upon approval by the Mayor.

B.B. #19 - Cox Antwi - An ordinance amending Ordinance 70767 to extend the sunset date of the Minority and Women-Owned Business Enterprise Program for the City of St. Louis to December 31, 2026.

20. Third Reading and Final Passage of Board Bills

B.B. #25AAOF - Browning - An ordinance pertaining to water rates; finding, determining and declaring that an increase in certain water rates is necessary for certain purposes, defining certain terms; repealing and replacing parts of Ordinance 71683 which are presently codified as Sections 23.06.130, 23.16.025, 23.16.040, 23.18.015, 23.18.070, 23.20.015, 23.20.020, 23.20.030, and 23.20.040 of the Revised Code of The City of St. Louis ("Revised Code") and amending parts of Ordinance 71683 which are presently codified as Sections 23.16.020 and 23.04.220 of the Revised Code; all having as



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their subject water rates and charges; and containing an emergency provision.

21. Report of the Finally Passed and Signing by President
B.B. #15, #16, #26AAIC, #31, #18, #23, #37AAIC #19 #25AAIC

22. First Reading of Resolutions and Reference to Committees
None

23. Second Reading Resolutions, Committee Reports & Adoptions
None

24. Courtesy Resolutions

Res. #40 - Boyd - Now therefore be it resolved by this Honorable Board of Aldermen of the City of St. Louis hereby recognizes and honors Sion Lightfoot for his outstanding service, dedication, and commitment to our community.

Res. #41 - Boyd - Now therefore be it resolved by this Honorable Board of Aldermen of the City of St. Louis hereby recognizes and honors Christian Jackson for his outstanding service, dedication, and commitment to our community.

Res. #42 - Boyd - Now therefore be it resolved by this Honorable Board of Aldermen of the City of St. Louis hereby recognizes and honors Vivian Whitley Foundation for its outstanding service, dedication, and commitment to our community.

Res. #43 - Boyd - Now therefore be it resolved by this Honorable Board of Aldermen of the City of St. Louis hereby recognizes and honors Johnathan Rhodes for his outstanding service, dedication, and commitment to our community.



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Res. #44 - Boyd - Now therefore be it resolved by this Honorable Board of Aldermen of the City of St. Louis hereby recognizes and honors Willie Ash for his outstanding service, dedication, and commitment to our community.

Res. #45 - Boyd - Now therefore be it resolved by this Honorable Board of Aldermen of the City of St. Louis hereby recognizes and honors Kevin Poe for his outstanding service, dedication, and commitment to our community.

Res. #46 - Boyd - Now therefore be it resolved by this Honorable Board of Aldermen of the City of St. Louis hereby recognizes and honors Ayanna Barney for her outstanding service, dedication, and commitment to our community.

Res. #47 - Boyd - Now therefore be it resolved by this Honorable Board of Aldermen of the City of St. Louis hereby recognizes and honors Aniya Betts for her outstanding service, dedication, and commitment to our community.

Res. #48 - Boyd - Now therefore be it resolved by this Honorable Board of Aldermen of the City of St. Louis hereby recognizes and honors Shenesia Taylor for her outstanding service, dedication, and commitment to our community.

Res. #49 - Boyd - Now therefore be it resolved by this Honorable Board of Aldermen of the City of St. Louis hereby recognizes and honors Vessie Perkins for her outstanding service, dedication, and commitment to our community.

Res. #50 - Clark Hubbard - Therefore be it resolved by the Honorable Board of Aldermen of the City of St. Louis that we pause



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in our deliberations to honor the life and legacy of Mr. DeAndre Harris-Bey.

Res. #51 - Clark Hubbard - Therefore be it resolved by the Board of Aldermen of the City of St. Louis that we pause in our deliberations to honor and celebrate the life and legacy of Pastor Dr. Shirley R. Page Woodley.

Res. #52 - Aldridge - Therefore be it resolved this Honorable Board of Aldermen of the City of St. Louis that pause in our deliberations to honor Thomas “Tommie” Sullivan for more than fifty years devoting his life towards uplifting youth, strengthening families, serving his church, advancing athletics, and improving the St. Louis community.

25. Miscellaneous and Unfinished Business

26. Announcements

a) Monday, June 22, 2026

**Budget & Public Employees – 9am – Kennedy Room
Special Full Board Meeting – 10am – Chambers**

Tuesday, June 23, 2026

HUDZ – 11am – Kennedy Room

Wednesday, June 24, 2026

None

Thursday, June 25, 2026

**Health and Human Development – 9am – Webinar
Personnel & Administration – 11am – Kennedy Room**

Friday, June 26, 2026



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Full Board Meeting – 10am – Chambers

- 27. Excused Aldermen**
- 28. Adjournment**
- 29. Calendar**



**Preliminary
Minutes
St. Louis Board of Aldermen Meeting
Regular Meeting
Friday, June 5, 2026
10:00am**

Board of Aldermen Chambers

Minutes are preliminary and may change until finally approved by the Board

1. Call to Order

Acting President Cohn called the meeting to order at 10:00am and directed the Clerk to call the roll.

2. Roll Call

The Clerk called the roll and the following members answered to their names: Ms. Schweitzer, Mr. Oldenburg, Acting President Cohn, Mr. Narayan, Mr. Devoti, Ms. Velázquez, Ms. Sonnier, Ms. Cox Antwi, Mr. Browning, Ms. Clark-Hubbard, Ms. Keys, Ms. Tyus, Ms. Boyd, Mr. Aldridge, and President Green. **13 members were present. A quorum was established.**

3. Opening Reflection or Prayer

None.

4. Announcement of Any Special Order of the Day

Acting President Cohn invited Mr. Devoti and his honored guest, Raymond B. Flojo, who has retired from the City Counselor's office to the dais to present Resolution Number 37

Acting President Cohn asked that Resolution Number 37 be read aloud.

The Clerk read Resolution Number 37 in its entirety.

Ms. Clark-Hubbard moved to place Resolution Numbers 37 Enbanc.

Seconded by Ms. Velázquez

Acting President Cohn called for the vote on the motion to place Resolution Numbers 37 Enbanc.

The motion carried unanimously by voice vote.

Acting President Cohn paused the meeting so that members could take a photo.

Acting President Cohn resumed the meeting after the photo.

Acting President Cohn invited Ms. Cox Antwi and her honored guests, Representatives of the Legal Services of Eastern Missouri the dais to present Resolution Number 38

Acting President Cohn asked that Resolution Number 38 be read aloud.

The Clerk read Resolution Number 38 in its entirety.

Acting President Cohn paused the meeting so that members could take a photo.

Acting President Cohn resumed the meeting after the photo.

Adoption of the Courtesy Resolutions Calendar

Acting President Cohn recognized Ms. Clark-Hubbard on the motion to adopt to Courtesy Resolutions Calendar.

Seconded by Mr. Aldridge

Acting President Cohn called for the vote on the motion to adopt the Courtesy Resolutions Calendar.

The motion carried unanimously by voice vote.

5. Introduction of Honored Guests

None.

6. Approval of Minutes

Acting President Cohn recognized Ms. Clark-Hubbard on the motion for the approval of the minutes of the Friday, May 29, 2026 Full Board meeting.

Ms. Clark-Hubbard moved to approve the minutes of the Friday, May 29, 2026 Full Board meeting.

Seconded by Ms. Schweitzer.

Acting President Cohn called for the vote on the motion to approve the minutes of the Friday, May 29, 2026 Full Board meeting.

The motion carried unanimously by voice vote.

7. Report of City Officials

Acting President Cohn directed the Clerk to the Report of City Officials.

The Clerk read the following: announced the report of the City officials could be found in sections A, B, C and D of the Google Drive.

a) Report of the Clerk of the Board of Aldermen

The following Board Bills from the 2026-2027 Legislative Session was Third Read and Finally passed by the Board, signed by the President, and delivered to the Mayor for their signature pursuant to law.

Board Bill Number 2

Introduced by Alderwoman Anne Schweitzer

Cosponsors: Alderwoman Jami Cox Antwi/Alderman Michael Browning/Alderwoman Shameem Clark-Hubbard

An ordinance recommended by the Board of Estimate and Apportionment authorizing the city of St. Louis Water Division to accept Community Water Fluoridation Equipment Repair and Replacement funding; appropriating said funds; authorizing the expenditure of such funds, to the extent received; authorizing contracts and other documents to expend such funds, to the extent received; and containing an Emergency Clause.

Delivered: Friday, May. 29, 2026

Board Bill Number 11

Introduced by Alderwoman Shameem Clark-Hubbard

The bill directs the Director of Streets to install speed humps pursuant to Ordinance Number 70333 as amended by Ordinance Number 71394 to calm the flow of traffic on the 5100 block of Vernon Ave.

Delivered: Friday, May. 29, 2026

b.) Office of the Mayor

None.

c.) Office of the President

None.

d.) Office of the President

None

8. Petitions and Communications

None.

9. Board Bills for Perfection, Informal Calendar

None.

10. Board Bills for Third Reading, Informal Calendar

None.

11. Resolutions, Informal Calendar

None.

12. First Reading of Board Bills

Acting President Cohn recognized Mr. Aldridge on the motion to suspend the rules for the purpose of introducing Board Bill Numbers 36 and 37 to the First Reading of Board Bills Calendar.

Mr. Aldridge moved to suspend the rules for the purpose of introducing Board Bill Numbers 36 and 37 to the First Reading of Board Bills Calendar.

Seconded by Ms. Clark-Hubbard.

Acting President Cohn called for the vote to suspend the rules in order to introduce Board Bill Numbers 36 and 37 to the First Reading of Board Bills Calendar.

The Clerk called the roll, and the following votes were recorded.

The following voted Aye:

Ms. Schweitzer, Acting President Cohn, Mr. Narayan, Ms. Cox Antwi, Mr. Browning, Ms. Clark-Hubbard, Ms. Keys, Ms. Tyus, Ms. Boyd, Mr. Aldridge and President Green. **A total of 11 Aye votes were cast.**

The following voted No:

Mr. Devoti

The following voted Present:

Ms. Velázquez

The following Abstained:

None.

The following were present but did not vote:

None.

A total of 13 votes were cast. The motion carried.

Acting President Cohn directed the Clerk to add Board Bills Numbers 36 and 37 at the end of the First Reading of Board Bills Calendar.

The Clerk acknowledged.

Board Bill Number 33

Introduced by Alderman Michael Browning

Pursuant to **Ordinance Number 70333** as amended by **Ordinance Number 71394**, an ordinance directing the Director of Streets to install speed humps to calm the flow of traffic on the 4300 block of West Pine Boulevard.

Board Bill Number 34

Introduced by Alderwoman Daniela Velázquez

Pursuant to **Ordinance Number 70333** as amended by **Ordinance Number 71394**, an ordinance directing the Director of Streets to install speed humps to calm the flow of traffic on various blocks in the sixth ward.

Board Bill Number 35

Introduced by Alderwoman Laura Keys

The bill directs the Director of Streets to install speed humps pursuant to **Ordinance Number 70333** as amended by **Ordinance Number 71394** to calm the flow of traffic to calm the flow of traffic on the 4400 block of Dryden Avenue.

Board Bill Number 36

Introduced by Alderman Rasheen Aldridge

An ordinance submitting to the qualified voters of the City of St. Louis a proposed amendment to the Charter of the City of St. Louis amending Article VIII, Section 1 to provide for the City Counselor to be nominated by the Mayor and approved by the Board of Aldermen by a majority vote and providing for a process of removal of the City Counselor either by Mayoral action or by a two-thirds vote of the Board of Aldermen; and providing for an election to be held for voting on the proposed amendment and for the

manner of voting; and providing for publication, certification, deposit, and recording of this ordinance; and containing an emergency clause.

Board Bill Number 37

Introduced by Alderman Rasheen Aldridge

An Ordinance pertaining to compensation for employees of the Board of Aldermen and authorizing a one-time supplemental payment. The provisions of this ordinance shall be effective upon approval by the Mayor.

13. Reference to Committee of Board Bills

Acting President Cohn directed the Clerk to the Reference to Committee of Board Bills.

The Clerk read the following:

Budget and Public Employees
None.

Health and Human Development
None.

Housing, Urban Development and Zoning Committee
None.

Legislation and Rules
Board Bill Number 36

Personnel and Administration
Board Bill Number 37

Public Infrastructure and Utilities Committee
Board Bill Numbers 33, 34, and 35.

Public Safety Committee
None.

Transportation and Commerce Committee
None.

Special Committee on Reducing Red Tap
None.

14. Second Reading and Report of Standing Committees

The following Bill was Reported out of the Housing, Urban Development, and Zoning Committee with a Do Pass Recommendation:

Board Bill Number 29

Introduced by Alderwoman Shameem Clark-Hubbard

Cosponsors: Alderwoman Alisha Sonnier/Alderman Shane Cohn/Alderman

Rasheen Aldridge/Alderwoman Anne Schweitzer

An ordinance recommended by the Board of Estimate and Apportionment authorizing the City of St. Louis Office of the Mayor's Office of Recovery to accept Disaster Relief funding from the Missouri Department of Public Safety and the Missouri housing Development Commission; appropriating said funds; authorizing the expenditure of such funds; authorizing the expenditure of such funds, to the extent received; authorized contracts and other documents to expend such funds, to the extent received; and containing an Emergency Clause.

The following Bills Reported out of the Budget and Public Employees Committee with a Do Pass Recommendation:**Board Bill Number 10****Introduced by Alderwoman Shameem Clark Hubbard****Cosponsor: Alderman Rasheen Aldridge**

An ordinance relating to the appointment of and salaries of certain Employees in the Sheriff's Office pursuant to Section 57.530, Revised Statutes of Missouri, by repealing Ordinance Number 71968; allocating certain other employees to a grade with rate; and including emergency clause. The provisions of the sections contained in this ordinance shall be effective with the start of the first pay period following approval by the Mayor.

Board Bill Number 15**Introduced by Alderman Rasheen Aldridge**

An ordinance relating to the appointment of and salaries of certain employees of the St. Louis Board of Election Commissioners (the "Election Board") pursuant to §§ 115.045 and 115.049, Revised Statutes of Missouri ("RSMo."), by repealing Ordinance Number 71887; allocating certain other employees to a grade with rate; and including an emergency clause. The provisions of the sections contained in this ordinance shall be effective with the start of the first pay period after approval by the Mayor.

Board Bill 16**Introduced by Alderman Rasheen Aldridge**

An Ordinance to regulate employer and employee working relationships between the City of St. Louis and all employees under the Medical Examiner's Office, including a compensation plan, terms and conditions of employment, benefits, leaves of absence, and authorization for a Deferred Compensation Plan; repealing Ordinance Number 71970; allocating certain other employees to a grade with rate; and including an emergency clause. The provisions of the sections contained in this ordinance shall be effective with the start of the first pay period in which this ordinance is approved by the Mayor.

Board Bill Number 26AAICC**Introduced by Alderman Rasheen Aldridge**

The Board Bill repeals Ordinance Number 71965 relating to the position, classifications and salaries of the Treasurer's Office employees and enacting in lieu thereof a new ordinance dealing with the same subject matter and containing an emergency clause. The provisions of the sections contained in this ordinance shall be effective with the start of the first pay period following approval of the Mayor.

Board Bill Number 31**Introduced by Shameem Clark Hubbard****Cosponsor: Alderman Rasheen Aldridge**

An ordinance making appropriation for payment of the operating expenses, capital expenses, including lease purchase agreements and debt service expenses of the Parking Division of the Treasurer's Office for fiscal year July 1, 2026 through June 30, 2027, in the sum of Twenty-One Million, Thirty-Seven

Thousand, Nine Hundred Sixty-Six Dollars (\$21,037,966) including One Million, Four Hundred Seventy-Five Thousand, Seven Hundred Sixty-Eight Dollars (\$1,475,768) for Capital Improvements; containing an emergency clause.

The following Bills Reported out of the Public Infrastructure Committee with a Do Pass Recommendation:

Board Bill Number 18

Introduced by Alderman Matt Devoti

Cosponsor: Alderman Michael Browning

An ordinance authorizing the honorary street name Sister Felicetta Cola Avenue pursuant to Ordinance Number 68604, which shall begin at the intersection of Wilson Avenue and Macklind Avenue and run East on Wilson Avenue to the intersection of Wilson Avenue and Edwards Street.

Board Bill Number 23

Introduced by Alderman Matt Devoti

Pursuant to Ordinance Number 70333 as amended by Ordinance Number 71394, an ordinance directing the Director of Streets to install speed humps to calm the flow of traffic on various blocks in the 5th ward.

Board Bill Number 25AAIC

Introduced by Alderman Michael Browning

Cosponsors: Alderman Shane Cohn/Alderwoman Pamela Boyd/Alderwoman Jami Cox

Antwi/Alderman Matt Devoti/Alderwoman Anne Schweitzer/Alderwoman Shameem Clark-Hubbard

An ordinance pertaining to water rates; finding, determining and declaring that an increase in certain water rates is necessary for certain purposes, defining certain terms; repealing and replacing parts of Ordinance 71683 which are presently codified as Sections 23.06.130, 23.16.025, 23.16.040, 23.18.015, 23.18.070, 23.20.015, 23.20.020, 23.20.030, and 23.20.040 of the Revised Code of The City of St. Louis ("Revised Code") and amending parts of Ordinance 71683 which are presently codified as Sections 23.16.020 and 23.04.220 of the Revised Code; all having as their subject water rates and charges; and containing an emergency provision

Board Bill Number 28

Introduced by Alderman Matt Devoti

Cosponsors: Alderwoman Anne Schweitzer/Alderwoman Jami Cox Antwi/Alderman Michael Browning

An ordinance requiring the installation of water meters on certain service connections in the City of St. Louis, providing mechanisms for enforcement including providing authority to deny or withhold service for noncompliance, and delegating authority to the Water Division to administer, implement, and set technical standards for meter installation. The requirement applies prospectively to new service connections and mandates the installation of meters only on certain existing service connections. The ordinance also includes a severability clause.

President Cohn recognized Ms. Clark-Hubbard on the motion to suspend the rules for the purpose of adding Board Bill Number 29 to the Regular Perfection Calendar.

Ms. Clark- Hubbard made the motion to suspend the rules to move Board Bill Number 29 to the Regular Perfection Calendar.

Seconded by Ms. Velázquez.

The following voted Aye:

Ms. Schweitzer, Acting President Cohn, Mr. Narayan, Mr. Devoti Ms. Velázquez, Ms. Cox Antwi, Mr. Browning, Ms. Clark-Hubbard, Ms. Keys, Ms. Boyd, Mr. Aldridge, and President Green. **A total of 12 Aye votes were cast.**

The following voted No:

None

The following voted Present:

None

The following Abstained:

None.

The following were present but did not vote: **1**

Ms. Tyus.

A total of 12 votes were cast. The motion carried.

Acting President Cohn directed the Clerk to add Board Bill Number 29 to the Regular Perfection Calendar.

15. Report of Special Committees
None.

16. Board Bills for Perfection – Consent Calendar
Vice President Cohn directed the Clerk to read the Board Bills for Perfection Consent Calendar.

The Clerk read the following:

Board Bill Number 21

Introduced by Alderwoman Jami Cox Antwi

This Board Bill amends Ordinance 66935 and authorizes the execution of a Second Amendment Lease Agreement between The City of St. Louis, Missouri (the “City”) and Material Sales Company (“Lessee”) for certain land and mooring between the MacArthur Bridge and the Poplar Street Bridge under certain terms and conditions for a period of (5) years, at a rate of \$17,812.72 for the first year and increasing by three (3) percent each year thereafter.

Board Bill Number 19

Introduced by Alderwoman Jami Cox Antwi

Cosponsors: Alderwoman Alisha Sonnier/Alderwoman Shameem Clark Hubbard

An ordinance amending Ordinance 70767 to extend the sunset date of the Minority and Women-Owned Business Enterprise Program for the City of St. Louis to December 31, 2026.

Vice president Cohn recognized Ms. Clark-Hubbard on the motion to adopt the Board Bill for Perfection Consent Calendar

Ms. Clark-Hubbard made a motion to adopt the Board Bills for Perfection Consent Calendar.

Seconded by Ms. Schweizer.

Acting President Cohn recognized Mr. Aldridge.

Mr. Aldridge asked to be added as a cosponsor to Board Bill Number 19.

Acting President Cohn directed the Clerk to add Mr. Aldridge as a cosponsor to Board Bill Number 19.

The Clerk acknowledged.

Acting President Cohn called for the vote to adopt the Perfection Consent Calendar.

The motion carried unanimously by voice vote.

17. Board Bills for Perfection Calendar

Vice President Cohn directed the Clerk to the Board Bills for Perfection Calendar.

The Clerk read the following:

Board Bill Number 29

Introduced by Clark-Hubbard/Sonnier/Cohn/Schweitzer/Browning

An ordinance recommended by the Board of Estimate and Apportionment authorizing the City of St. Louis Office of the Mayor's Office of Recovery to accept Disaster Relief funding from the Missouri Department of Public Safety and the Missouri housing Development Commission; appropriating said funds; authorizing the expenditure of such funds; authorizing the expenditure of such funds, to the extent received; authorized contracts and other documents to expend such funds, to the extent received; and containing an Emergency Clause.

Vice President Cohn recognized Ms. Clark-Hubbard on the motion to perfect Board Bill Number 29.

Ms. Clark-Hubbard moved to perfect Board Bill Number 29.

Seconded by Mr. Aldridge

Ms. Cox-Antwi and Ms. Velázquez both requested to be added as a co-sponsor.

Vice President Cohn called for the roll on the motion to Perfect Board Bill Number 29.

The motion carried unanimously by voice vote.

18. Report of Engrossment

Vice President Cohn directed the Clerk to the Report of Engrossment.

The Clerk read the following:

Board Bill Number 12

Introduced by Alderman Rasheen Aldridge

Cosponsors: President Megan Green/Alderman Michael Browning/Alderman Matt Devoti/Alderwoman Daniela Velázquez/Alderwoman Alisha Sonnier.

An ordinance to regulate employer and employee working relationships between the City of St. Louis and all employees under the Classified Service, including a compensation plan, terms and conditions of employment, benefits, leaves of absence, and authorization for a Deferred Compensation Plan; repealing Ordinance 71963; allocating certain other employees to a grade with rate; and including an emergency clause. This ordinance shall be in full force and effect from and after June 14, 2026 and shall remain in effect until amended or repealed by the Board of Aldermen.

19. Third Reading and Final Passage of Board Bills – Consent
None

20. Third Reading and Final Passage of Board Bills
Vice President Cohn directed the Clerk to the Third Reading and Final Passage of Board Bills.

The Clerk read the following:

Board Bill Number 12

Introduced by Alderman Rasheen Aldridge

Cosponsors: President Megan Green/Alderman Michael Browning/Alderman Matt Devoti/Alderwoman Daniela Velázquez/Alderwoman Alisha Sonnier.

An ordinance to regulate employer and employee working relationships between the City of St. Louis and all employees under the Classified Service, including a compensation plan, terms and conditions of employment, benefits, leaves of absence, and authorization for a Deferred Compensation Plan; repealing Ordinance 71963; allocating certain other employees to a grade with rate; and including an emergency clause. This ordinance shall be in full force and effect from and after June 14, 2026 and shall remain in effect until amended or repealed by the Board of Aldermen.

Vice President Cohn recognized Mr. Aldridge on the motion to Third Read and Finally Pass Board Bill Number 12.

Mr. Aldridge moved to Third Read and Finally Pass Board Bill Number 12.

Seconded by Ms. Clark-Hubbard

The following voted Aye:

Ms. Schweitzer, Acting President Cohn, Mr. Narayan, Mr. Devoti Ms. Velázquez, Ms. Cox Antwi, Mr. Browning, Ms. Clark-Hubbard, Ms. Keys, Ms. Tyus, Ms. Boyd, Mr. Aldridge, and President Green. **A total of 13 Aye votes were cast.**

The following voted No:

None

The following voted Present:

None

The following Abstained:

None.

The following were present but did not vote:
None.

A total of 13 votes were cast. The motion carried.

21. Report of Finally Passed Board Bills and Signage by the President

Vice President Cohn directed the Clerk to the Report of Finally Passed Board Bills and Signage by the President Calendar.

The Clerk Read the following:

Report of Finally Passed Board Bills

Board Bill Number 12

Introduced by Alderman Rasheen Aldridge

Cosponsors: President Megan Green/Alderman Michael Browning/Alderman Matt Devoti/Alderwoman Daniela Velázquez/Alderwoman Alisha Sonnier.

An ordinance to regulate employer and employee working relationships between the City of St. Louis and all employees under the Classified Service, including a compensation plan, terms and conditions of employment, benefits, leaves of absence, and authorization for a Deferred Compensation Plan; repealing Ordinance 71963; allocating certain other employees to a grade with rate; and including an emergency clause. This ordinance shall be in full force and effect from and after June 14, 2026 and shall remain in effect until amended or repealed by the Board of Aldermen.

President Signs Board Bills

In open Session and without objections, Vice President Cohn signed all Third Read and Finally Passed Board Bills to the end that they might become law.

22. First Reading of Resolutions and Reference to Committees

Vice President Cohn directed the Clerk to the First Reading of Resolutions and Reference to Committees Calendar.

The Clerk Read the following:

RESOLUTION NUMBER 34

TO APPROVE THE 2026 GARDENSIDE SUBDIVISION SPECIAL BUSINESS DISTRICT BUDGET

WHEREAS, Gardenside Subdivision Special Business District, established by Ordinance Number 65508, approved May 23, 2002, and subsequently renewed by Ordinance Number 67181, approved August 1, 2006, by Ordinance Number 69099, approved March 6, 2012, and by Ordinance Number 71699, approved July 12, 2023, is required by Section 7 of Ordinance Number 71699 to file with the Board of Aldermen its annual budget for the funds collected by the Collector of Revenue; and

WHEREAS, the Board of Commissioners of said District met on October 16, 2025 to consider the budgetary requirements of the Special Business District, and after publishing notice as required by Section 7 of Ordinance Number 71699 approved a budget for 2026; and

WHEREAS, on October 24, 2025, the Board of Aldermen approved Resolution 132, approving the 2026 Budget for the Gardenside Subdivision Special Business District; and

WHEREAS, thereafter, it was discovered that, due to a scrivener's error, the budget submitted to the Board of Aldermen contained incorrect budgetary figures; and

WHEREAS, said Board of Commissioners respectfully requests that the Board of Aldermen approve the amended budget attached hereto as Exhibit A for the year beginning January 1, 2026 and ending December 31, 2026 for consideration and approval by this Honorable Board of Aldermen.

NOW THEREFORE, BE IT RESOLVED by this Honorable Board of Aldermen that the 2026 amended budget for the Gardenside Subdivision Special Business District, as set forth in Exhibit A, attached hereto and incorporated by reference, is hereby approved.

**Introduced on this 5th day of June, 2026 by:
The Honorable Matthew Devoti, Alderman 5th Ward**

Vice President Cohn recognized Mr. Devoti to adopt Resolution Number 34.

Mr. Devoti requested unanimous consent. Hearing no objection, Vice Chair Cohn recognized Mr. Devoti on the motion to adopt Resolution Number 34.

Mr. Devoti made the motion to adopt Resolution Number 34.

Seconded by Ms. Schweitzer.

Vice President directed the Clerk to call the roll.

The following voted Aye:

Ms. Schweitzer, Acting President Cohn, Mr. Narayan, Mr. Devoti Ms. Velázquez, Ms. Cox Antwi, Mr. Browning, Ms. Clark-Hubbard, Ms. Keys, Ms. Boyd, Mr. Aldridge, and President Green. **A total of 12 Aye votes were cast.**

The following voted No:
None

The following voted Present:
None.

The following Abstained:
None.

The following were present but did not vote: **1
Ms. Tyus.**

A total of 12 votes were cast. The motion carried.

23. Second Reading of Resolutions, Committee Reports and Adoptions

Vice President Cohn Directed the Clerk to the Second Reading of Resolutions, Committee Reports and Adoptions Calendar.

The Clerk read the following:

RESOLUTION NUMBER 33 AS AMENDED IN COMMITTEE

RECOMMENDING THAT THE CITY OF ST. LOUIS PORT AUTHORITY PROVIDE PERSONAL PROPERTY TAX ABATEMENT FOR A PROJECT AT 611 MARCEAU AVENUE

WHEREAS, pursuant to Ordinance Nos. 56707 and 56939 and in accordance with Chapter 68 of the Revised Statutes of Missouri, as amended (the “Port Authority Act”), The City of St. Louis, Missouri created the City of St. Louis Port Authority (the “Port Authority”); and

WHEREAS, as stated in the Port Authority Act, the Port Authority’s purpose is “to promote the general welfare, to promote development within the port district, to encourage private capital investment by fostering the creation of industrial facilities and industrial parks within the port district and to endeavor to increase the volume of commerce, and to promote the establishment of a foreign trade zone within the port districts;” and

WHEREAS, Winland Foods, Inc. (the “Company”) desires to expand its production lines at its pasta making facility located at 611 Marceau Avenue, which is within the Port Authority’s port district boundaries, by acquiring and installing approximately \$35,000,000 of new equipment (the “Project”); and

WHEREAS, completion of the Project will lead to the creation of approximately 25 jobs with average wages between \$48,460 and \$70,720 and the retention of 90 existing jobs; and

WHEREAS, by participating in an industrial revenue bond transaction, whereby personal property is acquired by the Port Authority and leased to the Company, the Port Authority is able to facilitate personal property tax abatement for the Project; and

WHEREAS, the Project is an Abated Project and Public Project and subject to the requirements of Ordinances Nos. 71094 & 71962, and the Port Authority should ensure in applicable documents that the lease and tax abatement are conditioned upon the Company and/or any developer being in compliance with these Ordinances, including workforce utilization and participation goals and that employees of contractors and subcontractors engaged in construction on site are paid prevailing wages; and

WHEREAS, completion of the Project will improve the general welfare of the City by retaining jobs and earnings and payroll tax revenues within the City and fostering private capital investment within the Port Authority’s port district boundaries.

NOW, THEREFORE, BE IT RESOLVED by the Board of Aldermen of the City of St. Louis that the Board of Aldermen hereby recommends that the Port Authority participate in an industrial revenue bond transaction with the Company to provide 10 years of 80% personal property tax abatement for the Project.

Introduced this 29th day of May, 2026 by:

The Honorable Anne Schweitzer, Alderwoman 1st Ward

Cosponsors:

The Honorable Shane Cohn, Alderman 3rd Ward

The Honorable Michael Browning, Alderman 9th Ward

The Honorable Laura Keys, Alderwoman 11th Ward

Vice President Cohn recognized Ms. Schweitzer on a motion to adopt Resolution Number 33 as Amended.

Ms. Schweitzer moved to adopt Resolution Number 33 As Amended in Committee.

Seconded by Mr. Aldridge.

Ms. Schweitzer spoke on the resolution.

Vice Chair directed the Clerk to call the roll.

The following voted Aye:

Ms. Schweitzer, Acting President Cohn, Mr. Narayan, Mr. Devoti Ms. Velázquez, Ms. Cox Antwi, Mr. Browning, Ms. Clark-Hubbard, Ms. Keys, Ms. Boyd, Mr. Aldridge and President Green. **A total of 12 Aye votes were cast.**

The following voted No:

None

The following voted Present:

None.

The following Abstained:

None.

The following were present but did not vote: **1**

Ms. Tyus.

24. Courtesy Resolutions

Acting President Cohn directed the Clerk to the Courtesy Resolutions Calendar.

The Clerk read the following:

RESOLUTION NUMBER 36 HONORING DR. JEROME KATZ

WHEREAS, Dr. Jerome Katz has devoted nearly four decades of distinguished service to Saint Louis University, helping build one of the nation's most respected and enduring entrepreneurship programs; and

WHEREAS, through his leadership, teaching, mentorship, and scholarship, Dr. Katz has helped shape generations of entrepreneurs, business leaders, educators, and innovators whose impact has extended throughout Missouri, across the United States, and around the world; and

WHEREAS, Saint Louis University's entrepreneurship programs have remained nationally ranked for more than thirty years and are recognized as among the oldest and most respected university entrepreneurship programs in the country; and

WHEREAS, Dr. Katz is widely regarded as one of the pioneers and global thought leaders in modern entrepreneurship education, helping transform entrepreneurship from a niche academic discipline into a respected field of study embraced by universities worldwide; and

WHEREAS, Dr. Katz is the author of Entrepreneurial Small Business, one of the world’s leading entrepreneurship textbooks, used by universities and students across the globe to educate future entrepreneurs and innovators; and

WHEREAS, Dr. Katz founded the Billiken Angel Network, an innovative university-based angel investment network that helped connect investors, entrepreneurs, students, and mentors while supporting startup companies throughout the St. Louis region and beyond; and

WHEREAS, under Dr. Katz’s leadership, the Billiken Angel Network became one of the Midwest’s most active angel investment organizations, helping launch and support companies that strengthened the regional economy while also playing a meaningful role in shaping the modern St. Louis startup ecosystem and entrepreneurial culture; and

WHEREAS, Dr. Katz has consistently championed experiential learning, mentorship, ethical leadership, and the belief that entrepreneurship can serve as a force for opportunity, innovation, and economic growth; and

WHEREAS, beyond his extraordinary professional accomplishments, Dr. Katz has earned the admiration and affection of colleagues, students, founders, and friends through his generosity, humor, storytelling, wisdom, and unwavering commitment to helping others succeed; and

WHEREAS, Dr. Katz’s influence extends far beyond the classroom, leaving a lasting imprint on the entrepreneurial identity, innovation economy, and startup culture of the St. Louis region through decades of mentorship, investment, leadership, and community building; and

WHEREAS, the City of St. Louis is proud to recognize individuals whose leadership and service have created lasting impact upon education, entrepreneurship, innovation, and community development; and

NOW THEREFORE BE IT RESOLVED, that the Board of Aldermen of the City of St. Louis hereby honors and celebrates Dr. Jerome Katz upon his retirement from Saint Louis University and extends sincere gratitude for his extraordinary contributions to entrepreneurship education, the St. Louis innovation community, and the countless lives he has positively influenced throughout his remarkable career; and

BE IT FURTHER RESOLVED, that the members of the Board of Aldermen join Dr. Katz’s family, friends, colleagues, students, former students, and the broader entrepreneurial community in wishing him happiness, health, continued adventure, and well-earned success in his retirement and future endeavors.

Introduced this 5th Day of June 2026 by:
The Honorable Rasheen Aldridge, Alderman of the 14th Ward

RESOLUTION NUMBER 37
HONORING MR. RAYMOND B. FLOJO

WHEREAS, Raymond B. Flojo is resigning from the Office of the City Counselor after over 20 years of service; and

WHEREAS, following his graduations from Truman State University in 1995 and Saint Louis University School of Law in 1998 and work in private practice, Mr. Flojo carried out his duties with the City Counselor’s Office with a professional demeanor and dedication that have gained his admiration and respect of his colleagues, peers and clients;

WHEREAS, Mr. Flojo served as a member of the City Counselor’s office since August 2005; and

WHEREAS, Mr. Flojo provided multifaceted legal advice and representation to the Police Division and REJIS; and

WHEREAS, Mr. Flojo represented numerous City agencies in various legal matters before the Civil Service Commission, Police Retirement System, other administrative agencies, state court, and federal court; and

WHEREAS, Mr. Flojo’s legal advice protected the integrity and functionality of many City agencies and assisted City staff in carrying out their missions successfully and legally; and

WHEREAS, the City of St. Louis wishes to convey its appreciation of Mr. Flojo for his many years of dedicated service to the City and its community and express its best wishes for future endeavors,

NOW THEREFORE BE IT RESOLVED, by this Honorable Board of Aldermen of the City of St. Louis that we pause in our deliberations to recognize and honor the work of Raymond B. Flojo and his contributions to legal matters for the City. We further direct the Clerk of this Board to spread a copy of this resolution across the minutes of these proceedings and to prepare a commemorative copy to be presented to Mr. Flojo by the Office of the City Counselor.

**Introduced this 5th Day of June 2026 by:
The Honorable Matt Devoti, Alderman of the 5th Ward**

The Courtesy Resolution was adopted under the Announcement of Any Special Order of the Day.

25. Miscellaneous and Unfinished Business

None.

26. Announcements

Vice President Cohn directed the Clerk to Announcements.

The Clerk read the following:

Monday, June 8, 2026

None

Tuesday, June 9, 2026

HUDZ – 11am – Kennedy Room

Wednesday, June 10, 2026

None

Thursday, June 11, 2026

Budget & Public Employees – 10am – Kennedy Room

Personnel and Administration Committee-11am- Kennedy Room

Friday, June 12, 2026

Full Board Meeting – 10am – Chambers

Vice President Cohn announced that Phillip Johnson has joined the staff as new Deputy Clerk.

Mr. Narayan announced there will be Public Safety meeting Thursday June 11th at 2:00 PM to discuss the appointment of Dr. Mark Mullen to the Detention Facilities Oversight Board.

27. Excused Aldermen

Vice President Cohn recognized Ms. Clark-Hubbard on the motion to excuse.

Ms. Clark-Hubbard made a motion to excuse Mr. Oldenburg and Ms. Sonnier for necessary absence.

Seconded by Ms. Cox Antwi

The motion carried unanimously by voice vote.

28. Adjournment

Vice President Cohn recognized Ms. Clark-Hubbard on the adjournment motion.

Ms. Clark-Hubbard moved to adjourn the meeting until Friday, June 12, 2026 at 10am in the Chambers.

Seconded Ms. Schweitzer

Vice President Cohn called for the vote on the motion to adjourn until Friday, June 5, 2026 at 10am in the Chambers.

The motion was carried unanimously by voice vote.

The meeting was adjourned at 11:11am.

Submitted by:

Sharita Rogers

Clerk

St. Louis Board of Aldermen

Summary
Board Bill Number 10
Introduced by Alderwoman Shameem Clark Hubbard
May 1, 2026

This Board Bill relates to the appointment of and salaries of certain Employees in the Sheriff's Office pursuant to Section 57.530, Revised Statutes of Missouri, by repealing Ordinance Number 71968; allocating certain other employees to a grade with rate; and including an emergency clause. The provisions of the sections contained in this ordinance shall be effective with the start of the first pay period following approval by the mayor.

BOARD BILL NUMBER 10 INTRODUCED BY ALDERWOMAN SHAMEEM CLARK HUBBARD

COSPONSOR: ALDERMAN RASHEEN ALDRIDGE

An ordinance relating to the appointment of and salaries of certain Employees in the Sheriff's Office pursuant to Section 57.530, Revised Statutes of Missouri, by repealing **Ordinance Number 71968**; allocating certain other employees to a grade with rate; and including emergency clause. The provisions of the sections contained in this ordinance shall be effective with the start of the first pay period following approval by the Mayor.

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

SECTION ONE.

Ordinance Number 71968 is hereby repealed, and a new ordinance is hereby enacted, to read as follows:

The following command personnel and deputies in the Sheriff's Office as may be appointed under provisions of Section 57.530 Missouri Revised Statutes, 1978 shall be compensated not in excess of compensation as established in accordance with section 4.36.02 and subsequent sections of this chapter.

TITLE GRADE

Administrative Aide to the Sheriff 18G

Major 17G

Captain 16G

Lieutenant 15G

Chief Execution Deputy 14G

Page 1 of 20

Board Bill Number 10

Alderwoman Clark Hubbard

May 1, 2026

20 Sergeant 13G

21 Deputy 12G

22 The position of Specialized Professional Skill Deputy, previously allocated to Grade 15G under
23 Ordinance Number 71968, is hereby abolished. The position of Lieutenant is hereby established
24 at Grade 15G.

25 **SECTION TWO:**

26 (1) Effective beginning with the bi-weekly pay period starting July 5, 2026, all employees who
27 salary is established in Section 4.36.010, who would be eligible to receive an increase, receive a
28 three percent (i.e. 3%) increase regardless of their current rate or place of pay schedule.

29 (2) Effective beginning with the bi-weekly pay period starting July 5, 2026, all employees whose
30 salary is established in Section 4.36.010, who would be eligible to receive an annual step
31 increase based on performance review and approval of the Sheriff will receive a step increase
32 and will be implemented on an individual's anniversary date as achieves a successful merit raise.

33 **SECTION THREE: Official Pay Schedule Of Grades.**

34 Thereby adopted as the compensation schedule for all pay ranks established in Section Two
35 beginning with the biweekly pay period starting with the effective date of this ordinance. There
36 is hereby adopted as a minimal and maximum pay range and Matrix reflecting, suggested salary
37 increases within the pay range for all classification grades of positions in Section Two of this
38 ordinance, beginning with the biweekly pay period concurrent with the effective date of this
39 ordinance.

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

Grade	Minimum	Maximum
12	1,923	2,453
13	2,126	2,712
14	2,446	3,118
15	2,812	3,581
16	3,234	4,117
17	3,721	4,733
18	4,278	5,436

41 **Matrix:**

Step	12	13	14	15	16	17	18
1	1,923	2,126	2,446	2,812	3,234	3,721	4,278
2	1,941	2,146	2,469	2,839	3,264	3,756	4,318
3	1,960	2,167	2,492	2,865	3,295	3,791	4,358
4	1,978	2,187	2,516	2,892	3,325	3,826	4,398
5	1,996	2,207	2,539	2,918	3,356	3,861	4,438
6	2,014	2,227	2,562	2,945	3,386	3,895	4,478
7	2,033	2,247	2,585	2,971	3,417	3,930	4,518

8	2,051	2,267	2,608	2,998	3,447	3,965	4,558
9	2,069	2,288	2,631	3,024	3,478	4,000	4,597
10	2,087	2,308	2,655	3,051	3,508	4,035	4,637
11	2,106	2,328	2,678	3,077	3,538	4,070	4,677
12	2,124	2,348	2,701	3,104	3,569	4,105	4,717
13	2,142	2,368	2,724	3,130	3,599	4,140	4,757
14	2,161	2,389	2,747	3,157	3,630	4,175	4,797
15	2,179	2,409	2,770	3,183	3,660	4,210	4,837

42

16	2,197	2,429	2,794	3,210	3,691	4,244	4,877
17	2,215	2,449	2,817	3,236	3,721	4,279	4,917
18	2,234	2,470	2,840	3,263	3,752	4,314	4,957
19	2,252	2,490	2,863	3,289	3,782	4,349	4,997
20	2,270	2,510	2,886	3,316	3,813	4,384	5,037
21	2,289	2,530	2,909	3,342	3,843	4,419	5,077
22	2,307	2,550	2,933	3,369	3,873	4,454	5,117
23	2,325	2,571	2,956	3,395	3,904	4,489	5,156
24	2,343	2,591	2,979	3,422	3,934	4,524	5,196

25	2,362	2,611	3,002	3,448	3,965	4,559	5,236
26	2,380	2,631	3,025	3,475	3,995	4,593	5,276
27	2,398	2,651	3,048	3,501	4,026	4,628	5,316
28	2,416	2,672	3,072	3,528	4,056	4,663	5,356
29	2,435	2,692	3,095	3,554	4,087	4,698	5,396
30	2,453	2,712	3,118	3,581	4,117	4,733	5,436

43

44 **SECTION FOUR: Shift differential compensation—Maximum salary—Increases.**

45 A. A shift differential compensation for certain work assignments may be paid. The appointing
46 authority shall determine the work assignments or activities performed for which shift
47 differential compensation shall be paid.

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

51 An employee shall be paid 1.00% of the employee's regular base bi-weekly rate for each
52 eligible shift worked in a bi-weekly pay period. An employee shall work a complete eligible shift
53 to receive shift differential compensation. Shift differential shall not be paid to employees who
54 work part-time, or to full-time regular employees docked for any portion of a shift. Shift
55 differential shall only be paid for whole hours worked, providing the portion of the shift not
56 worked is charged to paid leave. A fraction of an hour shall not be counted toward the payment

of the differential. An employee shall not receive shift differential compensation for any overtime worked that is not part of their regular schedule.

B. Employees who work on a Saturday and/or Sunday shall be paid a weekend differential. This differential shall be 1.00% of an employee's base bi-weekly rate and shall not be paid for any overtime worked that is not part of an employee's regular schedule. Weekend differential shall only be paid for whole hours worked, providing the portion of the day not worked is charged to paid leave. A fraction of an hour shall not be counted toward the payment of the differential. Weekend differential shall not be paid to employees compensated on an hourly or performance basis, or to bi-weekly paid employees who work part-time, or to full-time regular employees docked for any portion of a day.

C. The appointing authority may approve the payment of hiring incentives to recruit qualified personnel for positions that are difficult to fill. Hiring incentives shall be in any amount up to twenty-five percent (25%) of the annual salary of the position for which the incentive is to be paid.

D. An employee who is appointed to a position requiring advanced technical skills or professional qualifications may be paid at a rate up to ten percent (10%) higher than prescribed for the class. Such advancement shall be made solely on the basis that the employee possesses exceptional academic qualifications related to the duties of the position. The appointing authority may also establish other bonus, incentive, or reimbursement programs to encourage current employees to attain registration, licensure, certification, or proof of professional mastery when it is deemed to be in the best interest of the service, or when such credentials are clearly recognized

as adding to the capability of individuals in that area. Incentives, bonuses, or reimbursements conveyed under such programs shall not result in an employee being ruled ineligible for bonuses or salary increases permitted under other sections of this chapter.

E. The appointing authority may establish a location allowance for positions which are difficult to fill at specific duty stations. This allowance shall be in an amount up to ten percent (10%) of the median of the pay range of the position for which the allowance is to be paid. The location allowance shall be considered an addition to pay and shall not change the employee's base rate.

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

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

H. Deputies and assistants in the Sheriff's Office may receive an hourly, daily, or other rate for special services assigned by the Sheriff, when such special services are for additional work over and above the regularly assigned working hours and payment of such special service is being taxed as costs in the particular case or circumstance and deposit of such cost is made in advance of such special services.

SECTION FIVE: Starting Salary.

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

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

SECTION SIX: Promotion, demotion, reallocation and transfer.

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

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

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

than the maximum rate for the new class of position, except as otherwise provided in this chapter.

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

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

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

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

C. Reallocation.

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

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

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

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

SECTION SEVEN: Salary adjustment.

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

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

2. Substandard Performance of Duties. The appointing authority of an employee

whose level of performance is significantly diminished and no longer warrants payment at the current rate within the range may be decreased to a lower rate in the salary range.

B. The pay of any employee may be decreased as a disciplinary action by an appointing authority to a lower rate or step within a salary range. The decrease shall not be greater than fifteen (15%) percent of the employee's current salary rate. In no case shall the decrease be below the minimum of the pay range for the class. The appointing authority may determine that the pay decrease shall be effective for a specific number of bi-weekly pay periods, providing, however, that such decrease shall not be effective for more than twenty six (26) weeks.

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

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

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

SECTION EIGHT: Income sources.

Any salary paid to an employee in the City service shall represent the total remuneration for the employee, excepting reimbursements for official travel and other payments specifically special services. No employee shall receive remuneration from the City in addition to the salary authorized in this chapter for services rendered by the employee in the discharge of the employee's ordinary duties, of additional duties which may be imposed upon the employee, or of duties which the employee may undertake or volunteer to perform.

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

SECTION NINE: Conversion.

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

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

2. No employee shall be reduced in salary by reason of the adoption of the new pay

schedules in this chapter.

3. All pay schedules established in Ordinance Number 71968 shall continue in effect until the beginning of the bi-weekly pay period effective upon passage of this chapter.

4. Based upon the service rating of an employee together with the standards of performance established by the Sheriff shall determine eligibility for an annual one step within pay range (merit) increase; or at the discretion of the Sheriff of an increase of more than one step by not more than ten percent (10%) or to the closest step in the pay range which provides not more than a ten percent (10%) increase for exceptional performance of duties. Any such pay increases shall be adjusted by the employee's anniversary date.

The compensation of the Sheriff in a city not within a county may be annually increased by an amount equal to the annual salary adjustment for employees of such a city as approved by the board of alderman of such city and in accordance with Section 57.550, Revised Statutes of Missouri.

SECTION TEN: Changes to pay plan.

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

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

217 Whenever the police department receives an adjustment to pay, the same percentage increase
218 shall be made to the Sheriff's Office pay plan for equivalent rank, and Comptroller shall fund the
219 increase.

220 **SECTION ELEVEN: Military leave.**

221 The City of St. Louis will follow all applicable state and federal laws on the granting of military
222 leave and reemployment rights. Before military leave without pay is authorized, the employee
223 shall present to the employee's appointing authority evidence of such military service. Upon the
224 expiration of military leave of absence, the employee shall be reinstated to the class of position
225 he/she occupied at the time the leave was granted without breaking continuity of service. Failure
226 of an employee to report for duty within the time pursuant to state or federal law shall be just
227 cause for dismissal. The employee's accumulated leave balance(s) shall be restored to the
228 employee upon his/her return.

229 **SECTION TWELVE: Leave of absence and family/medical leave.**

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

233 1. An appointing authority, may grant an employee in a competitive position a general leave of
234 absence with pay for a period not to exceed six (6) months, and an additional general leave of
235 absence without pay for a period not to exceed six (6) additional months thereafter, whenever
236 such leave is considered to be in the best interest of the City service.

237 Such non-paid leaves are granted at the discretion of the appointing authority and may be for any
238 reason including an employee's personal illness when the circumstances do not qualify for
239 family/medical leave, or when eligibility for family/medical leave has been exhausted.

240 Upon the expiration of such leave of absence, the employee shall be reinstated to the
241 competitive position he or she occupied at the time the leave was granted provided he or she is
242 able to perform the duties of the position. The employee shall be reinstated to the position at the
243 same relative rate in the salary range the employee occupied at the time the leave was initiated.

244 Failure of an employee to report for duty promptly at the expiration of the leave shall be just
245 cause for dismissal. If necessary to the efficient conduct of the business of the City, an employee
246 on leave other than military leave or qualifying family/medical leave may be notified by the
247 appointing authority to return prior to the expiration of such leave. Failure of the employee to
248 return within ten (10) days after receipt of such notice would terminate his/her leave of absence
249 and be just cause for dismissal, subject to any applicable federal, state or local regulations.

250 2. The federal "Family and Medical Leave Act of 1993" entitles eligible employees to up to 12
251 weeks of unpaid leave in any 12-month period for the birth, adoption or placement of a child, to
252 care for a spouse or an immediate family member with a serious health condition, or when the
253 employee is unable to work because of a serious health condition. While an employee is on a
254 qualifying family/medical leave of absence, the City of St. Louis will continue to pay the
255 employee's health care premiums, if any, during the leave period. Once the leave is concluded,
256 the employee shall be reinstated to the same or an equivalent job. The appointing authority shall
257 establish additional rules, guidelines and procedures for the effective administration of the

258 "Family/Medical Leave Policy." The policy shall comply with all provisions of the
259 "Family/Medical Leave Act of 1993" and any amendments thereafter.

260 3. Employees who are granted general leaves of absence and other non-paid leaves of
261 absence, except family/medical leaves of absence, must take all accrued vacation and
262 authorized sick leave at the start of the leave of absence. Employees who are granted a
263 non-paid leave of absence will not accrue vacation or sick leave during the period of non-paid
264 leave. Upon the expiration of such leaves of absence, the employee shall follow the procedures
265 as established in this section and any other applicable regulations and procedures as established
266 by the appointing authority.

267 4. An appointing authority, may place an employee on investigative leave of absence
268 without pay pending the outcome of criminal charges pending against the employee.

269 **SECTION THIRTEEN: Holidays.**

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

272

273

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
June 19	Juneteenth
July 4	Independence Day
First Monday in September	Labor Day
October 8	Columbus Day
November 11	Veterans' Day
Fourth Thursday in November	Thanksgiving Day
December 25	Christmas Day

274

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

281 (4) days a week, ten (10) hours a day shall receive ten (10) hours of compensation for the
282 holiday.

283 When the day of observance of a holiday is changed by State or Federal law, it will be so
284 observed by the City of St. Louis. When the day of observance of a holiday is changed by State
285 or Federal executive action, the Mayor shall determine the day of observance by the City of St.
286 Louis. When one of the above enumerated holidays occurs on Sunday, the following Monday
287 shall be observed as the holiday. When one of the above holidays occurs on Saturday, the
288 preceding Friday shall be observed as the holiday.

289 The Sheriff shall determine the manner of granting holidays. When full-time employees are
290 required to work on a holiday they shall be entitled to compensation for the holiday and the
291 hours actually worked. Compensation for the holiday shall be in an amount proportionate to the
292 number of hours an employee is regularly scheduled to work in a day or shift.

293 Except as otherwise provided in this section, when a City holiday falls on an employee's
294 regularly scheduled day off, the employee shall be entitled to have compensatory time added to
295 his/her balance in an amount proportionate to the number of hours regularly scheduled in a day
296 or shift.

297 The holiday compensation procedures established by this section shall apply to full-time
298 employees paid a bi-weekly rate. Part-time bi-weekly paid employees shall be compensated for
299 holidays in proportion to the percentage of time they are regularly scheduled to work.

300 Employees paid on an hourly or per performance basis shall not be entitled to holiday

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

SECTION FOURTEEN: Jury and witness leave.

1. Jury leave with pay shall be granted to bi-weekly paid employees working one-half (50%) time or more for such time when such employees are serving as jurors pursuant to order of the St. Louis Circuit Court or Federal District Court in St. Louis. Any bi-weekly paid employee, when so summoned for jury service, shall report such fact within seventy-two (72) hours to his/her appointing authority and display to the appointing authority the summons which the employee has received and shall give the appointing authority in writing the date and the time of such jury service. No bi-weekly paid employee shall receive any compensation from the Jury Commissioner or the Federal District Court system for jury service for days the employee receives compensation from the City. A bi-weekly paid employee may keep the jury stipend for days when the employee receives no compensation from the City (off days, docks, leaves, etc.) Upon being excused from serving as a juror by the Court or the Jury Commissioner, the employee shall report forthwith to his/her appointing authority and shall submit to his/her appointing authority a written statement from the Jury Commissioner certifying that the employee has served as a juror and the time and date so served. The appointing authority shall, upon receipt of the statement of jury service, credit the employee with paid jury leave for such service.

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

SECTION FIFTEEN: Compensation for Sheriff's Attorney.

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

SECTION SIXTEEN: Emergency Clause

This being an ordinance for the preservation of peace, health and safety, it is hereby declared to be an emergency measure within the meaning of Sections 19 and 20 of Article IV of the Charter of the City of St. Louis and shall become effective with the start of the first pay period following approval by the Mayor.

FISCAL NOTE
BOARD BILL NUMBER 10

Preparer's Name Cheryl Campbell

Phone Number or Email Address (will be available publicly) campbellch@stlouis-mo.gov

Bill Sponsor Alderwoman Shameem Clark-Hubbard

Bill Synopsis:	<i>An ordinance relating to the appointment of and salaries of certain employees in the Sheriff's Office pursuant to Section 57.530, RSMo, repealing Ordinance 71968, establishing revised pay grades and ranges, and authorizing compensation adjustments including across-the-board increases, step increases, and additional compensation mechanisms.</i>
Type of Impact:	<i>Indeterminate (Personnel Costs; Salary Adjustments and Compensation Structure Changes)</i>
Agencies Affected:	<i>Sheriff's Office</i>

SECTION A

Does this bill authorize:

- An expansion of services which entails additional costs beyond that approved in the current adopted city budget? X Yes No
- An undertaking of a new service for which no funding is provided in the current adopted city budget? Yes X No
- A commitment of city funding in the future under certain specified conditions? X Yes No
- An issuance of bonds, notes and lease-purchase agreements which may require additional funding beyond that approved in the current adopted city budget? Yes X No
- An execution or initiation of an activity as a result of federal or state mandates or requirements? Yes X No

- A capital improvement project that increases operating costs over the current adopted city budget? _____ Yes _____ X No
- A capital improvement project that requires funding not approved in the current adopted city budget or that will require funding in future years? _____ Yes _____ X No

If the answer is yes to any of the above questions, then a fiscal note must be attached to the board bill. Complete Section B of the form below.

SECTION B

- Does the bill require the construction of any new physical facilities? _____ Yes _____ X No
 - If yes, describe the facilities and provide the estimated cost:

- Is the bill estimated to have a direct fiscal impact on any city department or office? _____ X Yes _____ No
 - If yes, explain the impact and the estimated cost:

The bill establishes a revised compensation structure for Sheriff's Office personnel, including a mandatory three percent (3%) salary increase for eligible employees, step increases based on performance, and authorization for additional compensation elements such as shift differentials, hiring incentives, and other bonuses. The total fiscal impact cannot be determined from the Board Bill language as the number of affected employees, current salary levels, and utilization of discretionary compensation mechanisms are not specified.

- Does the bill create a program or administrative subdivision? _____ Yes _____ X No
 - If yes, then is there a similar existing program or administrative subdivision? _____ Yes _____ No
 - If yes, explain the how the proposed programs or administrative subdivisions may overlap:

- Describe the annual operating, equipment, and maintenance costs that would result from the proposed bill, as well as any funding sources:

The bill results in increased annual operating costs associated with salary adjustments and compensation enhancements within the Sheriff's Office. No equipment or maintenance costs are

identified in the Board Bill language. The number of affected employees and their current compensation levels are not provided; therefore, total fiscal impact cannot be determined from the Board Bill language. No specific funding source is identified in the Board Bill language.

Complete the chart below to list the total estimated expenditures required of the City resulting from the proposed board bill and any estimated savings or additional revenue.

Financial Estimate of Impact on General Fund			
Fiscal Impact	<u>Year 1 (current)</u>	<u>Year 2</u>	<u>Year 3</u>
Additional Expenditures	<i>Indeterminate</i>	<i>Indeterminate</i>	<i>Indeterminate</i>
Additional Revenue	\$0	\$0	\$0
Net	<i>Indeterminate</i>	<i>Indeterminate</i>	<i>Indeterminate</i>
Financial Estimate of Impact on Special Funds			
Fiscal Impact	<u>Year 1 (current)</u>	<u>Year 2</u>	<u>Year 3</u>
Additional Expenditures	\$0	\$0	\$0
Additional Revenue	\$0	\$0	\$0
Net	\$0	\$0	\$0

- Describe any assumptions used in preparing this fiscal note:

This analysis is based solely on the language contained within the Board Bill. The number of employees impacted, current salary levels, and the extent to which discretionary compensation provisions will be utilized are not specified. Therefore, the total fiscal impact cannot be quantified.

- List any sources of information (including any City officials, agencies, or departments) used in preparing this fiscal note:

Board Bill for Sheriff's Office Paybill

- Have the financial estimates of this bill been verified by the City Budget Division?

____ Yes X No

 - If yes, by whom? _____ .

Summary
Board Bill Number 28
Introduced by Alderman Matt Devoti
May 29, 2026

An ordinance requiring the installation of water meters on certain service connections in the City of St. Louis, providing mechanisms for enforcement including providing authority to deny or withhold service for noncompliance, and delegating authority to the Water Division to administer, implement, and set technical standards for meter installation. The requirement applies prospectively to new service connections and mandates the installation of meters only on certain existing service connections. The ordinance also includes a severability clause.

**BOARD BILL NUMER 28 INTRODUCED BY MATT DEVOTI
SPONSORS: ALDERWOMAN ANNE SCHWEITZER/ALDERWOMAN JAMI
COX ANTWI/ALDERMAN MICHAEL BROWNING/ALDERWOMAN
DANIELA VELAZQUEZ**

1 An ordinance requiring the installation of water meters on certain service connections in the City
2 of St. Louis, providing mechanisms for enforcement, including providing authority to deny or
3 withhold service for noncompliance, and delegating authority to the Water Division to
4 administer, implement, and set technical standards for meter installation. The requirement
5 applies prospectively to new service connections and mandates the installation of meters only on
6 certain existing service connections. The ordinance also includes a severability clause.

7 **WHEREAS**, the City of St. Louis operates and maintains a municipal water system that
8 provides safe and reliable drinking water to residents, businesses, and institutions; and

9 **WHEREAS**, the installation of water meters at the time of new construction, new service
10 connection, or during major rehabilitation or water service line replacement is a cost-effective
11 and administratively efficient point at which to ensure compliance; and

12 **WHEREAS**, metering water usage supports conservation efforts, allows for better monitoring,
13 ensures customers only pay for the water they consume, reduces system loss, and enables the
14 City to better plan for infrastructure investment and maintenance; and

15 **WHEREAS**, accurate measurement of water usage through metering enables equitable billing,
16 efficient system management, and long-term fiscal sustainability of the Water Division; and

17 **WHEREAS**, it is the intent of the City of St. Louis to implement this requirement prospectively
18 in a manner that minimizes disruption to current residents and property owners; and

1 **WHEREAS**, by limiting the requirement to new service connections, major rehabilitation
2 projects, and water service line replacement, the City of St. Louis balances the goals of
3 modernization and fiscal responsibility with the need to avoid undue burden on existing
4 residents;

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

6 **SECTION ONE. Definitions**

7 For the purposes of this Ordinance, the following terms shall have the meanings set forth below:

8 A. “Water Service Connection”: The physical connection from any water main maintained
9 by the Water Division to a property, including all associated service lines and
10 attachments through which water is delivered to a premises.

11 B. “New Service Connection”: Any water service connection established after the effective
12 date of this Ordinance, including connections serving new construction, newly
13 subdivided parcels, or properties not previously connected to the water system.

14 C. “Water Meter”: A device approved by the Water Division used to measure the volume of
15 water delivered to a property.

16 D. “Water Division”: The City of St. Louis Water Division or its successor agency
17 responsible for operation of the municipal water system.

18 E. “Major Rehabilitation Project”: Any rehabilitation project in which (1) the Plumbing
19 Division requires the replacement of a water service line or (2) when a partial water
20 service line replacement is performed utilizing the service line repair fund otherwise
21 established by ordinance.

1 F. “Plumbing Division”: The Plumbing Section of the City of St. Louis Building Division or
2 its successor agency responsible for issuing plumbing permits.

3 **SECTION TWO.** Requirement for Water Meters on New Service Connections and Major
4 Rehabilitation Projects.

5 A. *Meter Required.* All water furnished by the Water Division through a New Service
6 Connection or Major Rehabilitation Project shall be measured through a Water Meter
7 installed in accordance with the standards of the Water Division.

8 B. *Condition of Service.* No water service shall be initiated, activated, or provided through
9 any New Service Connection or Major Rehabilitation Project unless and until an
10 approved Water Meter has been installed.

11 C. *Separate Meter Requirement.* Each New Service Connection or Major Rehabilitation
12 Project shall be served by a separate Water Meter, unless otherwise authorized by the
13 Water Division pursuant to established rules or regulations.

14 D. *Meter Ownership and Control.* All Water Meters installed pursuant to this Ordinance
15 shall be owned and maintained by the Water Division following installation. The
16 premises owner shall provide access to the Water Division for inspection, maintenance,
17 and replacement of the Water Meter as a condition of the delivery of water to the
18 premises.

19 **SECTION 3.** Applicability.

20 A. *Prospective Application Only.* This Ordinance’s requirements shall apply only to New
21 Service Connections and Major Rehabilitation Projects established on or after the
22 effective date of this Ordinance.

1 B. *Existing Service Connections*. Nothing in this Ordinance shall be construed to require the
2 installation, retrofit, or replacement of Water Meters for any service connection existing
3 before the effective date of this Ordinance, unless such installation is otherwise required
4 by this Ordinance or by separate ordinance, regulation, or a property owner's voluntary
5 request.

6 **SECTION 4. Installation and Standards.**

7 A. *Authority of Water Division*. The Water Division shall have authority to:

- 8 a. Determine the size, type, and specifications of all Water Meters;
- 9 b. Establish standards for installation, inspection, and maintenance;
- 10 c. Approve the location of all Water Meters, including placement at or near the
11 property line where practicable.

12 B. *Installation Responsibility*. The cost of installation for Water Meters associated with New
13 Service Connections or Major Rehabilitation Projects shall be borne by the applicant,
14 developer, or property owner, unless otherwise provided by Water Division policy.

15 C. *Compliance with Development and Building Permit Approvals*. No subdivision plat,
16 building permit, or certificate of occupancy shall be approved for any property requiring
17 a New Service Connection unless the requirements of this Ordinance have been satisfied.

18 **SECTION 5. Administration.**

19 The Water Division is authorized to establish rules and regulations necessary to implement and
20 enforce the provisions of this Ordinance, including application procedures, inspection
21 requirements, and technical standards.

22 **SECTION 6. Enforcement.**

1 The Water Division shall deny and withhold water service to any New Service Connection or
2 Major Rehabilitation Project that does not comply with this Ordinance's requirements.

3 **SECTION 7. Severability.**

4 The Sections of this Ordinance shall be severable. In the event that any Section of this
5 Ordinance is found by a court of competent jurisdiction to be illegal or unconstitutional, the
6 remaining Sections of this Ordinance are valid, unless the court finds the valid Sections of this
7 Ordinance are so essentially and inseparably connected with, and so dependent upon, the void
8 Section that it cannot be presumed that the Board of Aldermen would have enacted the valid
9 Sections without the void Sections; or unless the court finds the valid Sections, standing alone,
10 are incomplete and incapable of being executed in accordance with the legislative intent.

11 **SECTION 8. Effective Date.**

12 The provisions of this Ordinance shall become effective immediately following the Ordinance's
13 effective date.

FISCAL NOTE

BOARD BILL NUMBER 28

Preparer's Name Cheryl Campbell

Phone Number or Email Address (will be available publicly) campbellch@stlouis-mo.gov

Bill Sponsor Alderman Matt Devoti

Bill Synopsis:	<i>The Board Bill requires installation of water meters for certain new water service connections and major rehabilitation projects within the City of St. Louis. The bill authorizes the Water Division to administer and enforce meter installation requirements, establish technical standards, and deny or withhold water service for noncompliance.</i>
Type of Impact:	<i>Indeterminate (Administrative and Operational Implementation Costs)</i>
Agencies Affected:	<i>Water Division; Building Division; Plumbing Division.</i>

SECTION A

Does this bill authorize:

- An expansion of services which entails additional costs beyond that approved in the current adopted city budget? X Yes No
- An undertaking of a new service for which no funding is provided in the current adopted city budget? Yes X No
- A commitment of city funding in the future under certain specified conditions? X Yes No
- An issuance of bonds, notes and lease-purchase agreements which may require additional funding beyond that approved in the current adopted city budget? Yes X No
- An execution or initiation of an activity as a result of federal or state mandates or requirements? Yes X No

- A capital improvement project that increases operating costs over the current adopted city budget? ☒ Yes ☐ No
- A capital improvement project that requires funding not approved in the current adopted city budget or that will require funding in future years? ☒ Yes ☐ No

If the answer is yes to any of the above questions, then a fiscal note must be attached to the board bill. Complete Section B of the form below.

SECTION B

- Does the bill require the construction of any new physical facilities? ☐ Yes ☒ No

- If yes, describe the facilities and provide the estimated cost:

- Is the bill estimated to have a direct fiscal impact on any city department or office?

☒ Yes ☐ No

- If yes, explain the impact and the estimated cost:

The Board Bill creates administrative and operational responsibilities for the Water Division associated with implementation, inspection, enforcement, maintenance, and oversight of required water meter installations. The bill also creates coordination responsibilities involving permitting and compliance functions within the Building and Plumbing Divisions. However, the Board Bill does not provide implementation cost estimates, projected staffing impacts, anticipated service connection volumes, or operational workload projections sufficient to quantify fiscal impact.

- Does the bill create a program or administrative subdivision? ☒ Yes ☐ No

- If yes, then is there a similar existing program or administrative subdivision?

☒ Yes ☐ No

- If yes, explain the how the proposed programs or administrative subdivisions may overlap:

The Board Bill expands and formalizes administrative responsibilities within the existing Water Division regulatory and operational framework governing water service connections, inspections, and infrastructure maintenance. The proposed requirements would be administered through existing Water Division and permitting functions.

- Describe the annual operating, equipment, and maintenance costs that would result from the proposed bill, as well as any funding sources:

The bill may result in increased annual operating and maintenance responsibilities associated with water meter oversight, inspection, replacement, administration, enforcement, and customer service functions. The Board Bill provides that installation costs associated with qualifying projects shall generally be borne by the applicant, developer, or property owner unless otherwise provided by Water Division policy. However, the ordinance does not provide projected implementation costs, staffing estimates, maintenance projections, or anticipated revenue impacts sufficient to quantify fiscal impact.

Complete the chart below to list the total estimated expenditures required of the City resulting from the proposed board bill and any estimated savings or additional revenue.

Financial Estimate of Impact on General Fund			
Fiscal Impact	<u>Year 1 (current)</u>	<u>Year 2</u>	<u>Year 3</u>
Additional Expenditures	<i>Indeterminate</i>	<i>Indeterminate</i>	<i>Indeterminate</i>
Additional Revenue	<i>Indeterminate</i>	<i>Indeterminate</i>	<i>Indeterminate</i>
Net	<i>Indeterminate</i>	<i>Indeterminate</i>	<i>Indeterminate</i>
Financial Estimate of Impact on Special Funds			
Fiscal Impact	<u>Year 1 (current)</u>	<u>Year 2</u>	<u>Year 3</u>
Additional Expenditures	<i>Indeterminate</i>	<i>Indeterminate</i>	<i>Indeterminate</i>
Additional Revenue	<i>Indeterminate</i>	<i>Indeterminate</i>	<i>Indeterminate</i>
Net	<i>Indeterminate</i>	<i>Indeterminate</i>	<i>Indeterminate</i>

- Describe any assumptions used in preparing this fiscal note:

This fiscal note was prepared based on review of the language contained within the Board Bill. The ordinance creates administrative, operational, inspection, enforcement, and maintenance responsibilities associated with water meter implementation and oversight. However, the Board Bill does not include implementation plans, staffing estimates, projected service connection volumes, maintenance projections, or revenue estimates sufficient to quantify fiscal impact.

- List any sources of information (including any City officials, agencies, or departments) used in preparing this fiscal note:

Board Bill language; Water Division presentation materials related to system operations and infrastructure planning.

- Have the financial estimates of this bill been verified by the City Budget Division?
_____Yes ___X___No

○ If yes, by whom? _____ .

Summary
Board Bill Number 45
Introduced by Alderwoman Shameem Clark-Hubbard
June 18, 2026

The bill directs the Director of Streets to install speed humps pursuant to **Ordinance Number 70333** as amended by **Ordinance Number 71394** to calm the flow of traffic on the 5000, 5100, and 5200 blocks of Ridge Ave.

BOARD BILL NUMBER 45 INTRODUCED BY ALDERWOMAN SHAMEEM CLARK-HUBBARD

1 Pursuant to **Ordinance Number 70333** as amended by **Ordinance Number 71394**,
2 an ordinance directing the Director of Streets to install speed humps to calm the flow
3 of traffic on the 5000, 5100, and 5200 blocks of Ridge.

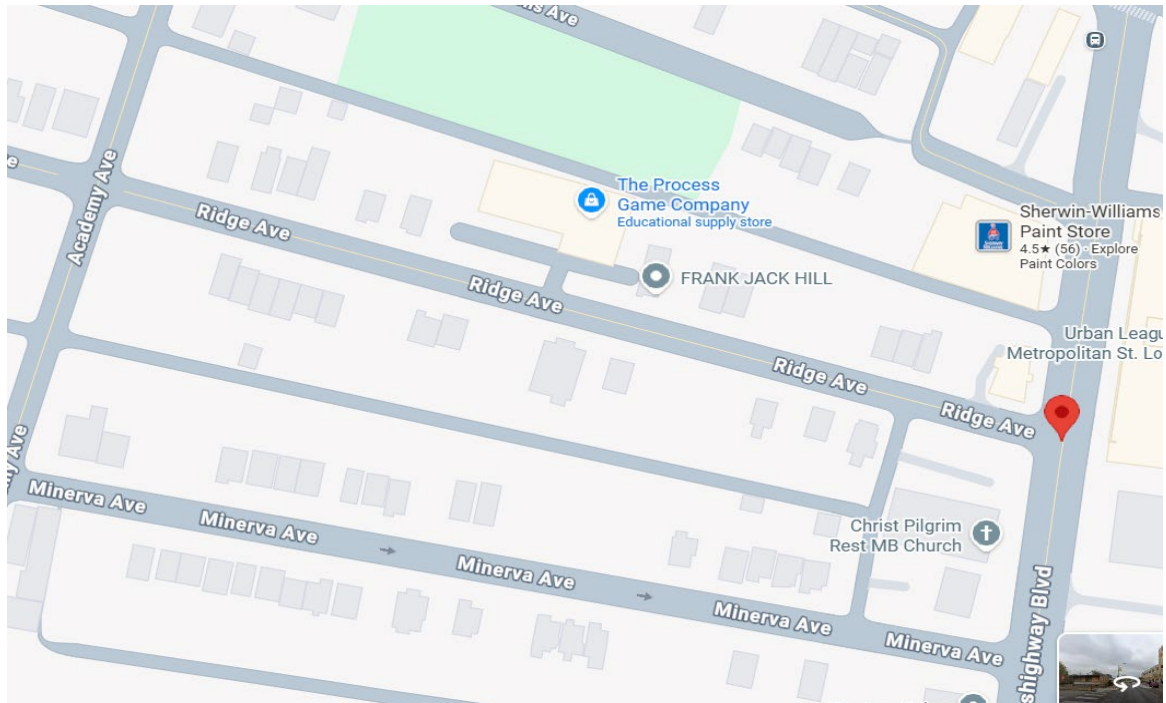
4 **BE IT ORDAINED BY THE CITY OF ST. LOUIS, AS FOLLOWS:**

5 **SECTION ONE.** Pursuant to **Ordinance Number 70333**, as amended by **Ordinance**
6 **Number 71394**, the Director of Streets is hereby directed to install speed humps to calm
7 the flow of traffic on the 5000, 5100, and 5200 blocks of Ridge Ave

8 1. Speed Humps shall be installed on the 5000 B lock of Ridge Avenue

9 2. Speed Humps shall be installed on the 5100 Block of Ridge Avenue

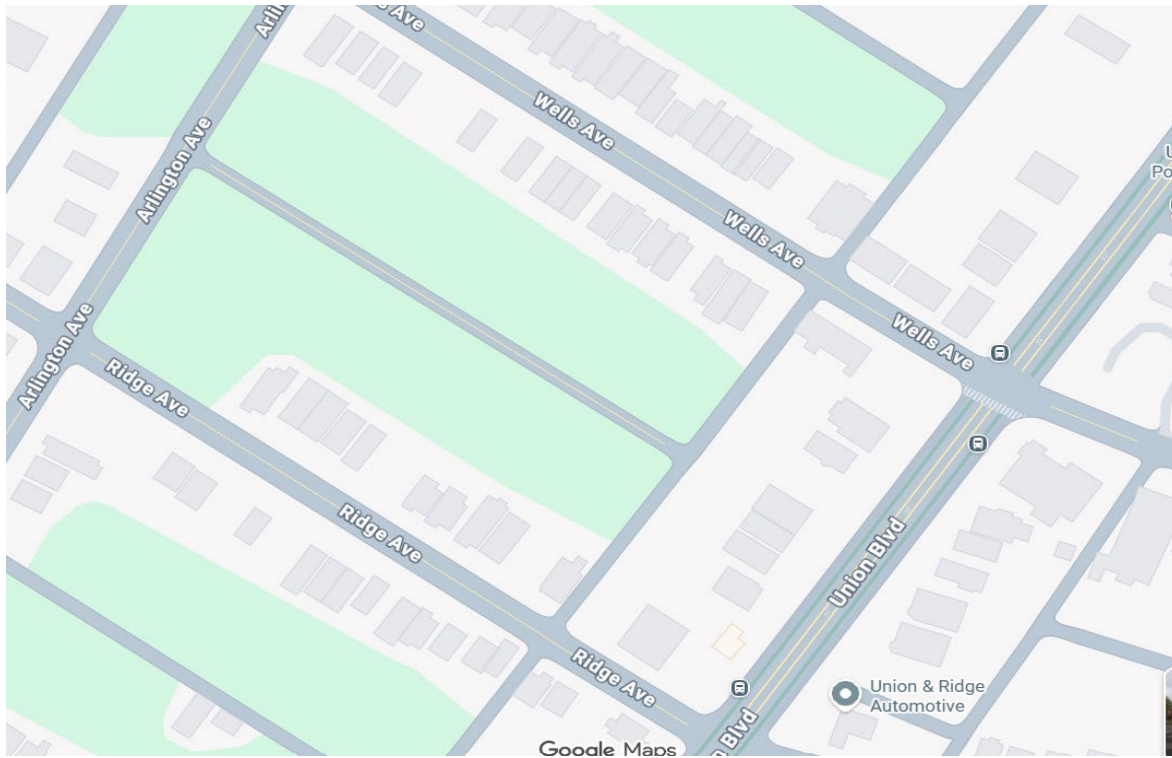
Board Bill Number 45
Exhibit A
5000 Block of Ridge Ave



Board Bill Number 45
Exhibit B
5100 Block of Ridge Ave.



Board Bill Number 45
Exhibit C
5200 Block of Ridge Ave.



Summary**Board Bill Number 46****Sponsored by Alderman Rasheen Aldridge****Date: June 18, 2026**

This Board Bill amends Ordinance 71302 and authorizes the execution of a First Amendment Lease Agreement between The City of St. Louis, Missouri (the “City”) and United Fruit and Produce Company (“Lessee”) for certain land at or near 5 Clinton Street under certain terms and conditions for a period of (5) years, at a rate of \$1,192.50 for the first year and increasing by three (3) percent each year thereafter, with three (3) mutual options to extend for five (5) additional years.

BOARD BILL NUMBER 46 INTRODUCED BY ALDERMAN RASHEEN ALDRIDGE

1 An Ordinance amending Ordinance No. 71302, which ordinance relates to an original Lease
2 Agreement dated January 1, 2021, between The City of St. Louis, Missouri (the “City”) and United
3 Fruit and Produce Company (“Lessee”), and authorizing the execution of a First Amendment to
4 Lease Agreement between the City and Lessee for certain land at or near 5 Clinton Street under
5 certain terms and conditions as set forth in the First Amendment, attached hereto as **Exhibit A**,
6 and containing a severability clause.

7 **WHEREAS**, the City, by Ordinance No. 71302, did lease to Lessee beginning on January
8 1, 2021 certain land at or near 5 Clinton Street; and

9 **WHEREAS**, the City and Lessee desire to enter into a First Amendment to Lease
10 Agreement for the first five (5) year mutual option under certain terms and conditions with a base
11 rent of \$1,192.50 for 2026 subject to a 3% annual adjustment as set forth in **Exhibit A** hereto.

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

13 **SECTION ONE.** Ordinance No. 71302 is hereby amended to provide for a First
14 Amendment to Lease Agreement with Lessee for certain land at or near 5 Clinton Street for a
15 period of five (5) years with three more five (5) year mutual options at a rate of \$1,192.50 for 2026
16 subject to a 3% annual adjustment as set forth in **Exhibit A** hereto.

17 **SECTION TWO.** The Board of Aldermen hereby approves, and the Mayor and
18 Comptroller are hereby authorized to execute, on behalf of the City, said First Amendment to
19 Lease Agreement.

20 **SECTION THREE.** The Mayor and Comptroller or their designated representatives are
21 hereby authorized to take any and all actions, and to execute and deliver for and on behalf of the
22 City any and all additional certificates, documents, agreements or other instruments, as may be

1 necessary and appropriate in order to carry out the matters herein authorized, with no such further
2 action of the Board of Aldermen necessary to authorize such action by the Mayor and Comptroller
3 or their designated representatives.

4 **SECTION FOUR.** The Mayor and Comptroller or their designated representatives, with
5 the advice and concurrence of the City Counselor and the Port Commission, are hereby further
6 authorized to make any changes to the documents, agreements and instruments approved and
7 authorized by this Ordinance as may be consistent with the intent of this Ordinance and necessary
8 and appropriate in order to carry out the matters herein authorized, with no such further action of
9 the Board of Aldermen necessary to authorize such changes.

10 **SECTION FIVE.** It is hereby declared to be the intention of the Board of Aldermen that
11 each and every part, section and subsection of this Ordinance shall be separate and severable from
12 each and every other part, section and subsection hereof and that the Board of Aldermen intends
13 to adopt each said part, section and subsection separately and independently of any other part,
14 section and subsection. In the event that any part, section or subsection of this Ordinance shall be
15 determined to be or to have been unlawful or unconstitutional, the remaining parts, sections and
16 subsections shall be and remain in full force and effect, unless the court making such finding shall
17 determine that the valid portions standing alone are incomplete and are incapable of being executed
18 in accord with the legislative intent.

19 **SECTION SIX.** After adoption of this Ordinance by the Board of Aldermen, this
20 Ordinance shall become effective on the 30th day after its approval by the Mayor or adoption over
21 her veto.

FISCAL NOTE 46
BOARD BILL NUMBER

Preparer's Name: James Morrow

Contact Information: morrowj@stlouis-mo.gov

Bill Sponsor: Alderman Rasheen Aldridge

Bill Synopsis:	This Board Bill amends Ordinance 71302 and authorizes the execution of a First Amendment Lease Agreement between The City of St. Louis, Missouri (the "City") and United Fruit and Produce Company ("Lessee") for certain land at or near 5 Clinton Street under certain terms and conditions for a period of (5) years, at a rate of \$1,192.50 for the first year and increasing by three (3) percent each year thereafter, with three (3) mutual options to extend for five (5) additional years.
Type of Impact:	None
Agencies Affected:	None

SECTION A
Does this bill authorize:

- ☐ An expansion of services which entails additional costs beyond that approved in the current adopted city budget? _____ Yes __X__ No
- ☐ An undertaking of a new service for which no funding is provided in the current adopted city budget? _____ Yes __X__ No
- ☐ A commitment of city funding in the future under certain specified conditions? _____ Yes __X__ No
- ☐ An issuance of bonds, notes and lease-purchase agreements which may require additional funding beyond that approved in the current adopted city budget? _____ Yes __X__ No
- ☐ An execution or initiation of an activity as a result of federal or state mandates or requirements? _____ Yes __X__ No
- ☐ A capital improvement project that increases operating costs over the current adopted city budget? _____ Yes __X__ No

- ☐ A capital improvement project that requires funding not approved in the current adopted city budget or that will require funding in future years? _____Yes __X__No

If the answer is yes to any of the above questions, then a fiscal note must be attached to the board bill. Complete Section B of the form below.

SECTION B

☐ Does the bill require the construction of any new physical facilities? ____ Yes X No

o If yes, describe the facilities and provide the estimated cost:

☐ Is the bill estimated to have a direct fiscal impact on any city department or office? ____ Yes X No

☐ Does the bill create a program or administrative subdivision? ____ Yes X No

o If yes, then is there a similar existing program or administrative subdivision?

____ Yes ____ No

o If yes, explain the how the proposed programs or administrative subdivisions may overlap:

☐ Describe the annual operating, equipment, and maintenance costs that would result from the proposed bill, as well as any funding sources:

Complete the chart below to list the total estimated expenditures required of the City resulting from the proposed board bill and any estimated savings or additional revenue.

Financial Estimate of Impact on General Fund			
Fiscal Impact	<u>Year 1 (current)</u>	<u>Year 2</u>	<u>Year 3</u>
Additional Expenditures	N/A	N/A	N/A
Additional Revenue	N/A	N/A	N/A
Net	N/A	N/A	N/A
Financial Estimate of Impact on Special Funds			
Fiscal Impact	<u>Year 1 (current)</u>	<u>Year 2</u>	<u>Year 3</u>
Additional Expenditures	N/A	N/A	N/A
Additional Revenue	\$1,192.50	\$1,228.28	\$1,265.12
Net	\$1,192.50	\$1,228.28	\$1,265.12

- ☐ Describe any assumptions used in preparing this fiscal note:

Revenue values reflect lease payment amounts specified in the Board Bill. Pursuant to Section 21.36.040 of the City Code, the receiving fund will be the Port Development Fund for later appropriation requests by the Port Commission.

- ☐ List any sources of information (including any City officials, agencies, or departments) used in preparing this fiscal note:

Lease Agreement Amendment, Section 21.36.040 of the City Code.

- ☐ Have the financial estimates of this bill been verified by the City Budget Division?

____ Yes X No

o If yes, by whom? _____ .

BOARD BILL NUMBER 46
EXHIBIT A

FIRST AMENDMENT TO LEASE AGREEMENT

THIS FIRST AMENDMENT TO LEASE AGREEMENT (this “First Amendment”) is entered into as of the 1st day of January, 2026 (“Effective Date”) by and among the **CITY OF ST. LOUIS, MISSOURI**, a constitutionally chartered city organized and existing under the laws of the State of Missouri (“Lessor”) and **UNITED FRUIT AND PRODUCE COMPANY**, a Missouri corporation (“Lessee”).

RECITALS:

WHEREAS, Lessee and Lessor are parties to that certain Lease Agreement dated as of the 1st day of January, 2021 (the “Lease Agreement”) for certain land described on **Exhibit A** attached hereto;

WHEREAS, on January 7, 2026, Lessee confirmed that it desired to exercise its first option to extend the term of the lease for an additional five (5) year period, attached as **Exhibit B**;

WHEREAS, Lessor and Lessee desire to amend certain provisions of the Lease to reflect such extension and other changes to the Lease;

NOW, THEREFORE, in consideration of the foregoing premises, the mutual covenants herein contained and each act performed hereunder by the parties, Lessor and Lessee hereby agree that the Lease is amended as follows:

1. **Capitalized Terms**. Except to the extent specifically defined herein, all capitalized terms set forth in this First Amendment shall have the meaning as defined in the Lease.
2. **Incorporation of Recitals**. The above recitals are hereby incorporated into this First Amendment as if fully set forth herein.
3. **Extension of Term**. The term of the Lease is hereby extended for five (5) years, that is from January 1, 2026 through December 31, 2030 (“Extension Term”).
4. **Base Rent**. Commencing on January 1, 2026, Lessee shall pay to Lessor the annual rent pursuant to the below schedule. Payment shall be paid in equal monthly installments on the first day of each month during the Extension Term in the same time, manner and place as set forth in the Lease. Annual rental shall increase by three percent (3%) annually in accordance with the following rent schedule:

Period	Annual Base Rental
January 1, 2026 – December 31, 2026	\$1,192.50
January 1, 2027 – December 31, 2027	\$1,228.28
January 1, 2028 – December 31, 2028	\$1,265.12
January 1, 2029 – December 31, 2029	\$1,303.08
January 1, 2030 – December 31, 2030	\$1,342.17

5. Amendment to Option Periods. The last two sentences of Section 4 of the Lease Agreement (“Option Periods”) are hereby removed and amended to read as follows:

The Port Authority shall notify Lessee in writing if the Lease will terminate at the expiration of the initial Term or current Option Period, as the case may be, or if the Port Authority will agree to extend the Term for an additional Option Period in accordance with the terms of this Lease and a Base Rent mutually acceptable to Lessee, the Port Authority, and Lessor’s Board of Public Service, provided however, the Port Authority and Lessor’s Board of Public Service shall not agree to a Base Rent which is not at least 3% more than the Base Rent of the last lease year of the prior Option Period and which does not increase by at least 3% each lease year. If Lessee, the Port Authority and Lessor’s Board of Public Service fail to agree upon a mutually agreeable Base Rent for the Option Period, the Lease will terminate at the expiration of the initial Term or current Option Term, as the case may be.

6. Renewal Options. The parties acknowledge and agree that Lessee has three (3) remaining additional five (5) year mutual options to renew the term of the Lease in accordance with the terms and conditions in the Lease.

7. Representations and Warranties. Lessee hereby represents and warrants that (i) Lessee is duly organized, validly existing and in good standing in accordance with the laws of the State under which it was organized; (ii) Lessee is authorized to do business in the State of Missouri; (iii) the individual(s) executing and delivering this First Amendment on behalf of Lessee has been properly authorized to do so, and such execution and delivery shall bind Lessee to its terms; and (iv) Lessee hereby ratifies acceptance of the leased premises, in its present “AS IS” condition, and acknowledges that Lessor has no obligation to construct or install any improvements within the leased premises.

8. Examination of First Amendment. Submission of this instrument for examination or signature to Lessee does not constitute a reservation or option, and it is not effective until execution by and delivery to both Lessor and Lessee.

9. Counterpart Execution. The parties acknowledge that this First Amendment may be executed in counterparts and exchanged by electronic mail transmission, and that the electronic mail copies of each party’s respective signature shall be binding as if the same were an original signature.

10. Incorporation. This First Amendment shall be incorporated into and made a part of the Lease, and all provisions of the Lease not expressly modified or amended hereby shall remain in full force and effect.

[Remainder of Page Left Blank; Signature Page Follows]

IN WITNESS WHEREOF, the parties have caused this First Amendment to be executed by their respective officers or officials.

LESSOR:

LESSEE:

The City of St. Louis

United Fruit and Packaging Company

By: _____

Cara Spencer, Mayor

By: _____

Name: _____

Title: _____

By: _____

Donna Baringer, Comptroller

ATTEST:

By: _____

Amber Simms, City Register

APPROVED AS TO FORM ONLY:

By: _____

Michael Garvin, City Counselor

STATE OF MISSOURI)
) SS
CITY OF ST. LOUIS)

On this _____ day of _____, 2026, before me personally appeared Cara Spencer, to me personally known or satisfactory proven, who, being by me duly sworn did say that she is the Mayor of the City of St. Louis and that she is authorized to execute this First Amendment on behalf of the City of St. Louis under the authority of Ordinance _____ and acknowledged said instrument to be the free act and deed of the City of St. Louis.

IN TESTIMONY WHEREOF, I have hereunto set my hand and affixed my official seal in the City and State aforesaid, the day and year first above written.

Notary Public

My Commission Expires:

STATE OF MISSOURI)
) SS
CITY OF ST. LOUIS)

On this _____ day of _____, 2026, before me personally appeared Donna Baringer, to me personally known or satisfactory proven, who, being by me duly sworn did say that she is the Comptroller of the City of St. Louis and that she is authorized to execute this First Amendment on behalf of the City of St. Louis under the authority of Ordinance _____ and acknowledged said instrument to be the free act and deed of the City of St. Louis.

IN TESTIMONY WHEREOF, I have hereunto set my hand and affixed my official seal in the City and State aforesaid, the day and year first above written.

Notary Public

My Commission Expires:

STATE OF _____)
C_____ OF _____) SS

On this ____ day of _____, 20__, before me appeared _____, to me personally known or satisfactorily proven, who, being by me duly sworn did say that s/he is the _____ of **United Fruit and Packaging Company**, a Missouri corporation, and that said instrument was signed in behalf of said entity, by authority of its _____; and acknowledged said instrument to be the free act and deed of said entity.

IN TESTIMONY WHEREOF, I have hereunto set my hand and affixed my official seal in the City and State aforesaid, the day and year first above written.

Notary Public

My Commission Expires: _____

Summary

Board Bill Number 47

Introduced by Alderwoman Sonnier

Date: June 18, 2026

This Board Bill seeks to approve a Chapter 99 Redevelopment Plan and Blighting Study for the Tiffany Scattered Sites II Redevelopment Area. The project consists of the renovation of 21 buildings in the Tiffany Neighborhood. The prospective redeveloper is producing 60 affordable units ranging from 1-3 bedrooms, at the cost of \$15.4 million. The redeveloper plans to utilize LIHTC, other public and private funds for this project. The financial model concludes that the project supports fifteen (15) years of tax abatement (10 years based on 90% of the assessed value of the incremental improvements and followed by 5 years based on 50% of the assessed value of the incremental improvements).

BOARD BILL NUMBER 47 INTRODUCED BY ALDERWOMAN ALISHA SONNIER

1 An ordinance approving a Redevelopment Plan dated August 26, 2025 (“Plan”) for the Tiffany
2 Scattered Sites II Area ("Area") in the City of St. Louis (“City”) after finding that the Area is
3 blighted as defined in Section 99.320 of the Revised Statutes of Missouri, 2016, as amended, (the
4 "Statute" being Sections 99.300 to 99.715 inclusive), finding that there shall be available 15-year
5 tax abatement (10 years based on 90% of the assessed value of the incremental improvements and
6 followed by 5 years based on 50% of the assessed value of the incremental improvements); and
7 pledging cooperation of the Board of Aldermen.

8 **WHEREAS**, the predominance of insanitary or unsafe conditions, deterioration of site
9 improvements, or the existence of conditions which endanger life or property by fire and other
10 causes, or any combination of such factor in the Area, retards the provision of housing
11 accommodations or constitutes an economic or social liability or a menace to the public health,
12 safety, or welfare in its present condition and use, said Area being more fully described in
13 **Attachment "A"**; and

14 **WHEREAS**, such conditions are beyond remedy and control solely by regulatory process
15 in the exercise of the police power and cannot be dealt with effectively by ordinary private
16 enterprise without the aids provided in the Statute; and

17 **WHEREAS**, there is a need for the Land Clearance for Redevelopment Authority of the
18 City of St. Louis (“LCRA”), a public body corporate and politic created under Missouri law, to
19 undertake the development of the above described Area as a land clearance project (“Project”)
20 under said Statute, pursuant to plans by or presented to the LCRA under Section 99.430.1 (4); and

1 **WHEREAS**, the LCRA has recommended such a plan to the Planning Commission of the
2 City of St. Louis ("Planning Commission") and to this St. Louis Board of Aldermen ("Board"),
3 titled "Blighting Study and Plan for the Tiffany Scattered Sites II Area," dated August 26, 2025
4 consisting of a Title Page, Table of Contents Pages, and nine (9) numbered pages, and **Exhibits A-**
5 **G** attached hereto and incorporated herein as **Attachment "B"** ("Plan"); and

6 **WHEREAS**, under the provisions of the Statute it is required that this Board take such
7 actions as may be required to approve the Plan; and

8 **WHEREAS**, it is desirable and in the public interest that a public body, the LCRA,
9 undertake and administer the Plan in the Area; and

10 **WHEREAS**, the LCRA and the Planning Commission have made and presented to this
11 Board the studies and statements required to be made and submitted by Section 99.430 and this
12 Board has been fully apprised by the LCRA and the Planning Commission of the facts and is fully
13 aware of the conditions in the Area; and

14 **WHEREAS**, the Plan has been presented and recommended by LCRA to this Board for
15 review and approval; and

16 **WHEREAS**, a general plan has been prepared and is recognized and used as a guide for
17 the general development of the City and the Planning Commission has advised this Board that the
18 Plan conforms to said general plan; and

19 **WHEREAS**, this Board has duly considered the reports, recommendations and
20 certifications of the LCRA and the Planning Commission; and

21 **WHEREAS**, the Plan does prescribe land use and street and traffic patterns which may
22 require, among other things, the vacation of public rights-of-way, the establishment of new street
23 and sidewalk patterns or other public actions; and

1 **WHEREAS**, this Board is cognizant of the conditions which are imposed on the
2 undertaking and carrying out of the Project, including those relating to prohibitions against
3 discrimination because of race, color, familial status, national origin or ancestry, sex, marital status,
4 age, sexual orientation, gender identity or expression, religion or disability; and

5 **WHEREAS**, in accordance with the requirements of Section 99.430 of the Statute, this
6 Board advertised that a public hearing would be held by this Board on the Plan, and said hearing
7 was held at the time and place designated in said advertising and all those who were interested in
8 being heard were given a reasonable opportunity to express their views; and

9 **WHEREAS**, it is necessary that this Board take appropriate official action respecting the
10 approval of the Plan.

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

12 **SECTION ONE.** There exists within the City a blighted area, as defined by Section 99.320 of the
13 Revised Statutes of Missouri, 2016, as amended, (the "Statute" being Sections 99.300 to 99.715
14 inclusive, as amended) described in **Attachment "A"**, attached hereto and incorporated herein,
15 known as the Tiffany Scattered Sites II Area.

16 **SECTION TWO.** The redevelopment of the above described Area, as provided by the
17 Statute, is necessary and in the public interest, and is in the interest of the public health, safety,
18 morals and general welfare of the people of the City.

19 **SECTION THREE.** The Area qualifies as a redevelopment area in need of
20 redevelopment under the provision of the Statute, and the Area is blighted as defined in Section
21 99.320 of the Statute.

22 **SECTION FOUR.** The Blighting Study and Plan for the Area, dated August 26, 2025,
23 having been duly reviewed and considered, is hereby approved and incorporated herein by

reference, and the President or Clerk of this Board is hereby directed to file a copy of said Plan with the Minutes of this meeting.

SECTION FIVE. The Plan for the Area is feasible and conforms to the general plan for the City.

SECTION SIX. The financial aid provided and to be provided for financial assistance pertaining to the Area is necessary to enable the redevelopment activities to be undertaken in accordance with the Plan for the Area, and the proposed financing plan for the Area is feasible.

SECTION SEVEN. The Plan for the Area will afford maximum opportunity, consistent with the sound needs of the City as a whole, for the redevelopment of the Area by private enterprise, and private developments to be sought pursuant to the requirements of the Statute.

SECTION EIGHT. The Plan for the Area provides that the LCRA may not acquire any property in the Area by the exercise of eminent domain.

SECTION NINE. The property within the Area is currently partially occupied. All eligible occupants displaced by the Redeveloper ("Redeveloper" being defined in Section Twelve, below) shall be given relocation assistance by the Redeveloper at its expense, in accordance with all applicable federal, state and local laws, ordinances, regulations and policies.

SECTION TEN. The Plan for the Area gives due consideration to the provision of adequate public facilities.

SECTION ELEVEN. In order to implement and facilitate the effectuation of the Plan hereby approved it is found and determined that certain official actions must be taken by this Board and accordingly this Board hereby:

- (a) Pledges its cooperation in helping to carry out the Plan;

1 (b) Requests the various officials, departments, boards and agencies of the City, which
2 have administrative responsibilities, likewise to cooperate to such end and to execute their
3 respective functions and powers in a manner consistent with the Plan; and

4 (c) Stands ready to consider and take appropriate action upon proposals and measures
5 designed to effectuate the Plan.

6 **SECTION TWELVE.** All parties participating as owners or purchasers of property in the
7 Area for redevelopment ("Redeveloper") shall agree for themselves and their heirs, successors and
8 assigns that they shall not discriminate on the basis of race, color, familial status, national origin or
9 ancestry, sex, marital status, age, sexual orientation, gender identity or expression, religion or
10 disability in the sale, lease, or rental of any property or improvements erected or to be erected in
11 the Area or any part thereof and those covenants shall run with the land, shall remain in effect
12 without limitation of time, shall be made part of every contract for sale, lease, or rental of property
13 to which Redeveloper is a party, and shall be enforceable by the LCRA, the City and the United
14 States of America.

15 **SECTION THIRTEEN.** In all contracts with private and public parties for
16 redevelopment of any portion of the Area, all Redevelopers shall agree:

17 (a) To use the property in accordance with the provisions of the Plan, and be bound by
18 the conditions and procedures set forth therein and in this Ordinance;

19 (b) That in undertaking construction under the agreement with the LCRA and the Plan,
20 bona fide Minority Business Enterprises ("MBE's") and Women's Business Enterprises ("WBE's")
21 will be solicited and fairly considered for contracts, subcontracts and purchase orders;

22 (c) To be bound by the conditions and procedures regarding the utilization of MBE's
23 and WBE's established by the City;

1 (d) To adhere to the requirements of Ordinance Nos. 69427, 70767 and 71094, as may
2 be amended or supplemented, pertaining to minority-owned and women-owned business
3 participation, workforce development, and prevailing wage compliance, to the extent the
4 provisions of those ordinances apply to the Project

5 (e) To comply with the requirements of Ordinance 60275 of the City;

6 (f) To cooperate with those programs and methods supplied by the City with the
7 purpose of accomplishing, pursuant to this paragraph, minority and women subcontractors and
8 material supplier participation in the construction under this Agreement. The Redeveloper will
9 report semi-annually during the construction period the results of its endeavors under this
10 paragraph, to the Office of the Mayor and the President of this Board; and

11 (g) That the language of this Section Thirteen shall be included in its general
12 construction contract and other construction contracts let directly by Redeveloper.

13 The term MBE shall mean a sole proprietorship, partnership, corporation, profit or non-
14 profit organization owned, operated and controlled by minority group members who have at least
15 fifty-one (51) percent ownership. The minority group member(s) must have operational and
16 management control, interest in capital and earnings commensurate with their percentage of
17 ownership. The term Minority Group Member(s) shall mean persons legally residing in the United
18 States who are Black, Hispanic, Native American (American Indian, Eskimo, Aleut or Native
19 Hawaiian), Asian Pacific American (persons with origins from Japan, China, the Philippines,
20 Vietnam, Korea, Samoa, Guam, U.S. Trust Territory of the Pacific Islands, Laos, Cambodia or
21 Taiwan) or Asian Indian American (persons with origins from India, Pakistan or Bangladesh). The
22 term WBE shall mean a sole proprietorship, partnership, corporation, profit or non-profit
23 organization owned, operated and controlled by a woman or women who have at least fifty-one

1 (51) percent ownership. The woman or women must have operational and managerial control,
2 interest in capital and earnings commensurate with their percentage of ownership.

3 The term "Redeveloper" as used in this Section shall include its successors in interest and
4 assigns.

5 **SECTION FOURTEEN.** Pursuant to Section 99.715, RSMo, nothing in the Plan shall
6 prevent the City Assessor from increasing or decreasing the assessed value of the any real property
7 or portion thereof that is not subject to a Certificate of Qualification of Tax Abatement properly
8 filed with the City Assessor.

9 All unabated ad valorem real estate taxes and PILOTs shall be collected by the City Collector of
10 Revenue in the same manner as regular ad valorem real estate taxes.

11 Redeveloper(s) may seek ten (10) year real estate tax abatement pursuant to Sections
12 99.700 - 99.715, RSMo, as amended, upon application as provided therein. Such real estate tax
13 abatement shall not include taxes collected for any Special Business District, Neighborhood
14 Improvement District, Commercial Improvement District, or any other similar local taxing district
15 created in accordance with Missouri law, whether now existing or later created.

16 In lieu of the tax abatement available pursuant to pursuant to Sections 99.700 – 99.715,
17 RSMo, as amended, any Redeveloper(s) may seek tax abatement pursuant to Chapter 353, RSMo,
18 as amended, upon compliance with the procedures set forth therein and in Chapter 11.06 of the
19 City Code, as amended. The terms of the tax abatement available to the applicable real property or
20 portion thereof will be set forth in a Redevelopment Agreement between the LCRA and the
21 Redeveloper. The Redevelopment Agreement shall provide that tax abatement shall begin in the
22 year during which an urban redevelopment corporation acquires title to the applicable real property

1 or portion thereof and continue no longer than fifteen (15) years thereafter (the “Chapter 353 Tax
2 Abatement Period”), provided, however, that:

3 PILOTs will be imposed to ensure that the total revenues payable to the affected taxing
4 jurisdictions from PILOTs and unabated ad valorem taxes (including those set forth in Section
5 353.110, RSMo) equals at least:

6 For years one through ten of the Chapter 353 Tax Abatement period, at least:

7 One hundred percent (100%) of the ad valorem taxes that would be imposed based on the then-
8 current tax levy rates and the assessed value of the land and improvements included in the
9 applicable real property or portion thereof in the year prior to the urban redevelopment
10 corporation’s acquisition thereof (subject to adjustment pursuant to Section 353.110.2, RSMo, if
11 the land was tax exempt prior to acquisition by the urban redevelopment corporation) (the “Base
12 Tax Value”); plus

13 ten percent (10%) of the difference between the ad valorem real estate taxes that would be due if
14 there were no tax abatement and Base Tax Value.

15 In years 11 – 15 of the tax abatement period, the Redeveloper shall pay ad valorem real property
16 taxes based on the then-current tax levy and an assessed value determined using 50% of true value.

17 The tax abatement described above shall not apply to any taxes excluded from abatement by law or
18 special assessments. The tax abatement shall also not serve to reduce or eliminate any other
19 licenses or fees owing to the City or any other taxing jurisdiction with respect to the applicable real
20 property or portion thereof, except as expressly described above.

21 All payments in lieu of taxes shall be a lien upon the real property and, when paid to the
22 Collector of Revenue of the City shall be distributed as all other property taxes. These partial tax
23 relief and payment in lieu of taxes provisions, during up to said fifteen (15) year period, shall inure

1 to the benefit of all successors in interest in the property of the urban redevelopment corporation,
2 so long as such successors shall continue to use such property as provided in this Plan and in any
3 Agreement with the LCRA. In no event shall such benefits extend beyond fifteen (15) years after
4 any urban redevelopment corporation shall have acquired title to the property.

5 **SECTION FIFTEEN.** Any proposed modification which will substantially change the
6 Plan must be approved by the St. Louis Board of Aldermen in the same manner as the Plan was
7 first approved. Modifications which will substantially change the Plan include, but are not
8 necessarily limited to, modifications on the use of eminent domain, to the length of tax abatement,
9 or to the boundaries of the Area. The Plan may be otherwise modified (e.g. development schedule)
10 by the LCRA in accordance with its July 24, 2018 policy governing time extensions as may be
11 amended.

12 **SECTION SIXTEEN.** The sections of this Ordinance shall be severable. In the event that
13 any section of this Ordinance is found by a court of competent jurisdiction to be invalid, the
14 remaining sections of this Ordinance are valid, unless the court finds the valid sections of the
15 Ordinance are so essential and inseparably connected with and dependent upon the void section
16 that it cannot be presumed that this Board would have enacted the valid sections without the void
17 ones, or unless the court finds that the valid sections standing alone are incomplete and are
18 incapable of being executed in accordance with the legislative intent.



ST. LOUIS DEVELOPMENT CORPORATION

June 15, 2026

Alderwoman Sonnier
Board of Aldermen
1200 Market St.
City Hall - Room 230
St. Louis, MO 63103

Re: Tiffany Scattered Sites II Redevelopment Area (2481)

Dear Alderwoman Sonnier:

A Blighting Study and Plan for the Tiffany Scattered Sites II Redevelopment Area was approved by the LCRA Board on August 26, 2025. Attached you will find a draft of the Board Bill declaring the Area blighted and approving a Blighting Study and Plan for the Area.

The attached Bill provides for a Redevelopment Plan under Chapter 99 for the Tiffany Scattered Sites II Redevelopment Area. This area encompasses a total of 2.32 acres in the Tiffany neighborhood of the City of St. Louis. The purpose of this project is to facilitate the development of the Area into prospective residential use. The Plan allows up to fifteen (15) years of tax abatement (10 years based on 90% of the assessed value of the incremental improvements followed by 5 years based on 50% of the assessed value of the incremental improvements) and no use of eminent domain. It is our recommendation that the bill be assigned to the HUDZ Committee. Please review and inform the Clerk, if it is acceptable to you to introduce this bill on Thursday, June 18, 2026.

Sincerely,

Zachary J. Wilson
VP Economic Development Incentives

DEVELOPMENT PROPOSAL REPORT

Tiffany Scattered Sites II (Tiffany Place)



ST. LOUIS DEVELOPMENT CORPORATION

L'Espresso
L'Espresso
L'Espresso

Project Summary

Applicant Information

Incentive Information

Tax Abatement Process Overview

Community Benefits Scorecard

Recommendation

Economic Analysis

Letters of Support

SLDC Contact

PROJECT SUMMARY

**21 Parcels in Tiffany
Neighborhood**

Ward 7

Total Costs

\$15.4M

Real Estate Program

60 Affordable Units

This development is a rehabilitation project investing \$15.4 million in 60 affordable units in the Tiffany neighborhood. These 21 scattered parcels are clustered in the 3600 and 3800 blocks of Folsom, Blaine, and McRee avenues in the centrally-located Tiffany neighborhood.

These sites have been identified for rehabilitation due to issues such as outdated infrastructure, inadequate sanitation, or potential hazards. By addressing these priority moves, Tiffany aims to ensure a safer living environment, enhance resident well-being, and improve overall community health.

Each home will be rehabilitated with TPO roofs, Energy Star windows, replacement of HVAC units, electric heat pumps, energy star light fixtures, kitchen cabinets and countertops, Energy Star refrigerators, and some units will also have ADA Accessible showers.



INCENTIVE INFORMATION



Parcel – Incentives Received

There is no indication that any of the properties in the development received tax incentives in SLDC records dating back to 1997.

Developer – Incentives Received

The City of St. Louis granted Efficacy Consulting and Development Group, LLC tax abatement for the Finney Place and the Village at Delmar Place developments.

APPLICANT INFORMATION

Tiffany Developers, LLC

Past Development Experience

A partnership between two experienced affordable housing developers and a seasoned community-based organization.

Development Partners

Efficacy Consulting and Development, LLC was established in 2007 and focuses on providing quality, affordable housing in urban and rural communities.

TAG Development, LLC, or The Acquisition Group, is a group of companies dedicated to acquiring and repositioning distressed real estate for the purpose of revitalizing neighborhoods while addressing the need for affordable and workforce housing.

Communities First STL was founded in 2012 by three women who have spent their lifetimes promoting social justice and equity, and who believed they could positively impact conditions, particularly within black and brown communities. The organization's focus areas include literacy, youth and young adult services, and special events.

APPLICANT INFORMATION (CONT.)

Tiffany Developers, LLC

Past Development Experience

A partnership between two experienced affordable housing developers and a seasoned community-based organization.

Key Personnel

Yaphett El-Amin, the President of Efficacy Consulting and Development, LLC has more than twenty years of experience providing community diversity, equity and inclusion services. Ms. El-Amin has expanded her focus to further stabilize communities through affordable housing development and increasing the number of minority developers and businesses in Missouri.

Tarold Davis is the President and founder of The Acquisition Group (TAG), a real estate development and investment company located in Kansas City, Missouri. Mr. Davis began his career as a construction project manager. He founded TAG based on creating social and economic impact in communities through the provision of affordable housing.

Maggie Hourd-Bryan is the Executive Director of Communities First STL, with a mission to facilitate pathways out of poverty and advocate for equity and justice. The organization partners with other agencies to provide services to families and youth in need.

APPLICANT INFORMATION

Tax Accountability in Development Act (TADA) Clearance

For all projects, developers are required to provide necessary information to Collector of Revenue to verify evidence that they are current on property taxes for all of their properties located in the City of St. Louis, whether wholly or partially owned by them or a corporate entity of which they hold an ownership interest of at least twenty percent (20%); any earnings taxes; and City of St. Louis water and refuse bills. Before entering into a development agreement, the developer must file an Affidavit of Confirmation for Taxes Paid. Developers must stay up to date in paying taxes and water/refuse bills or they will be at risk of defaulting on the incentive.

The developer passed TADA clearance on February 10, 2026. Copies of the form are available upon request.

APPLICANT INFORMATION

Recently Completed Projects

Village at Delmar Place (Efficacy Consulting and Development, LLC)

The Village at Delmar Place is the site of exciting infill housing in the West End neighborhood. A combination of three and four bedroom affordable rent-to-own townhomes, combined with two and three bedroom rental flats, the development creates a social and economic mix that enriches this older neighborhood. A central community building provides programming for the residents and a centralized location for community gatherings.



Finney Place (Efficacy Consulting and Development, LLC)

Finney Place is a new, affordable housing community, completed in 2020 in the Vandeventer Neighborhood of St. Louis. The community's 40 single family homes include 26 three-bedroom homes, 13 four-bedroom homes and one shared community house with an apartment on the second floor. All homes were crafted with high efficiency HVAC systems and Energy Star fixtures and appliances. The project's total construction cost was \$8.4 million.



Scott Manor (Efficacy Consulting and Development, LLC)

Scott Manor is North County's finest newer mixed use, affordable senior independent living community at 2131 Chambers & New Halls Ferry Roads. Essential to the North County area, this three-story, 42-unit, 2 bedroom/1 bath development serves residents ages 55 and up. Ample community space is utilized for resident activities, services, and group meetings. There are two commercial spaces with slightly under 2,000 square feet available to lease.



TAX ABATEMENT PROCESS OVERVIEW

The application for tax abatement for Tiffany Scattered Sites II (Tiffany Place) was submitted to SLDC on March 9, 2025 by Efficacy Consulting and Development, LLC. The project was presented to the LCRA board on August 26, 2025 and the Redevelopment Plan and Blighting Study were approved. It will be submitted to the Board of Aldermen with an associated board bill.

If the Board Bill is approved, tax abatement for the area included in the plan is authorized, but there are several more steps remaining before tax abatement is activated. The LCRA must advertise for developers for the area, and a redeveloper then must submit a proposal to redevelop all or a portion of the area. The LCRA must then designate a developer for the area and authorize entering into a redevelopment agreement with that redeveloper.

During construction/rehab, the redeveloper will have to follow all MWBE, workforce, prevailing wage guidelines and obligations within the redevelopment agreement. These requirements are monitored by the MWBE office at SLDC.

Once construction is completed to the standards that were proposed in the redevelopment agreement and the MWBE department has notified the Incentive department the developer has met the requirements, the department notifies the assessor to activate the abatement.



COMMUNITY BENEFITS SCORECARD

Tiffany Scattered Sites II (Tiffany Place) is an affordable housing redevelopment in the Tiffany neighborhood. The project includes the rehabilitation of 60 affordable housing units in a sought-after neighborhood. Additionally, several of the units are 3-, 4-, or 5-bedrooms, a rarity for affordable housing units and critical to keeping and attracting families to the City.

80	Score	Period 1		Period 2	
		Maximum Abatement Term	Maximum Abatement Level	Maximum Abatement Term	Maximum Abatement Level
	less than 30	0 years	0%		
Tier 1	30 - 39	10 years	80%		
Tier 2	40 - 49	10 years	90%	10 years	50%
Tier 3	50 or more	10 years	90%	15 years	50%

PRIORITY AREA	MAX POSSIBLE POINTS	POINTS EARNED
Affordable Housing	50	40
Geography	30	20
Transit Access	9	9
Historic Preservation	5	5
Capital Investment	7	4
Outside Funding	2	2
Existing Vacant Building Renovation	5	
Commercial Corridors	7	
Community Benefits Contribution	5	
Public Infrastructure Improvements	10	
Environmental Remediation	5	
Utilization of LRA Properties	5	
Alignment with Neighborhood Plans	5	
TOTAL		80

Tier 3 – Eligible for up to 25 years (10 years at 90%; 15 years at 50%)

- 100% of units affordable at 60% AMI **(40 points)**
- Located within EJI-2 area **(20 points)**
- Within ¼ mile of a Grand/70 bus stop **(9 points)**
- Historic Preservation **(5 points)**
- Total capital investment of \$15,404,094 **(4 points)**
- Will be using Federal LIHTC **(2 points)**

RECOMMENDATION

SLDC STAFF

Based on the proposed real estate program and community benefits, SLDC staff is recommending 10 years of 90% abatement followed by 5 years of 50% abatement of new incremental property taxes generated as a result of the project. This is the maximum abatement recommended by staff; the Board of Aldermen may approve a lesser amount.

Year 1 – 10
90% abatement

Year 11 – 15
50% abatement

LCRA/PIEA/EEZ

The project was presented to the LCRA board during the August 26, 2025 meeting with the staff recommendation for tax abatement approved via resolution 25-LCRA-10945.

Year 1 – 10
90% abatement

Year 11 – 15
50% abatement

ST. LOUIS PUBLIC SCHOOLS

SLDC is required to contact St. Louis Public Schools (SLPS) to inform them about projects with costs in excess of \$1 million and note whether SLPS has taken a position supporting or opposing the development.

The packet was sent to SLPS on October 16, 2025. SLPS sent a letter stating the organization's support for the project.

LABOR NOTIFICATION

For projects over \$1 million, SLDC must notify St. Louis Labor Council, the Missouri AFL-CIO, MOKAN, NAACP, AABCA (African-American Business and Contractors Associations), CBTU (Coalition of Black Trade Unionists) and any other labor union or organization that notifies SLDC of their interest. SEIU Local 1 has also requested to be notified of development applications.

Documentation of any valid collective bargaining agreements or any other contracts under 29 U.S.C. Section 185 between the developer and any labor union(s) or organization(s) seeking to represent workers to be employed by the applicant are attached to the Development Proposal Report.

The packet was sent to labor organizations on October 16, 2025. None of the labor organizations have submitted comments in regard to the development project.

ECONOMIC ANALYSIS

Annual Property Tax Revenue

Base: \$32,332

Avg. During Abatement: \$35,279

Est. After Abatement: \$47,735

Incentives Proposed

Real Property Tax Abatement

Est. Abatement Value

Nominal: \$69,817

NPV @ 6%: \$52,325

% of Project Costs: 0.3%

Developer Return Analysis

With Incentive: 6.4%

Without Incentive: 6.2%

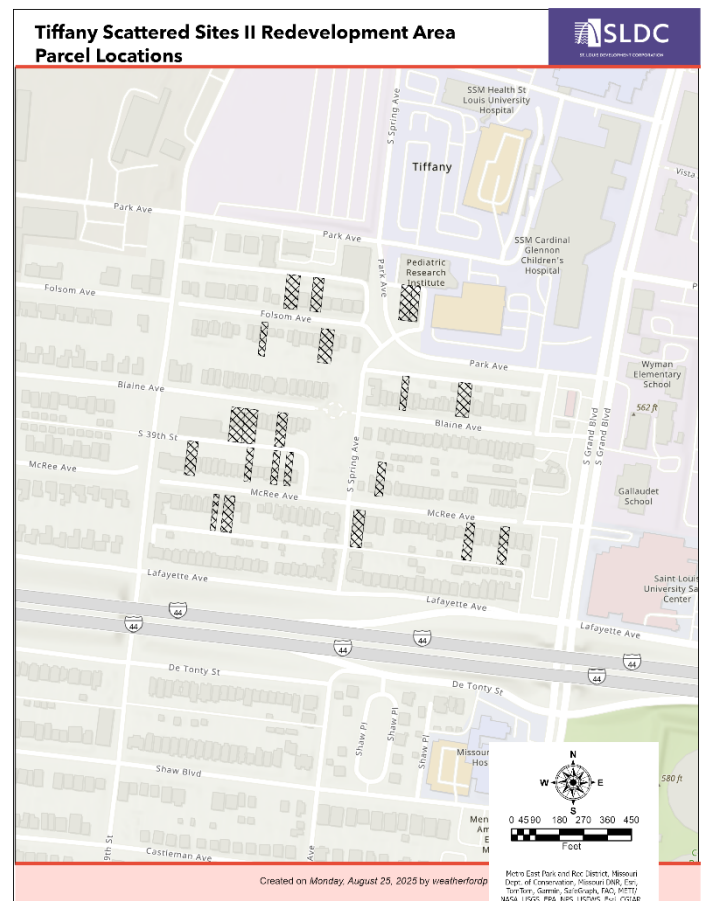
RERC Median: 8.0%

M/WBE Impacts

Total Hard Costs: \$7,586,850

Minority Owned (24%): \$1,821,000

Women Owned (11%): \$835,000



ECONOMIC ANALYSIS

Sources and Uses Summary		
Project Financing	<i>Amount</i>	<i>%</i>
LIHTC Equity	\$ 11,534,140	74.9%
HUD Assumed Loan	\$ 2,333,083	15.1%
Construction Period Income	\$ 95,405	0.6%
Private Debt: CBKC Perm Loan	\$ 1,150,000	7.5%
Developer/Investor Equity:	\$ 110	0.001%
2024&2025 Adjuster Fed	\$ 9,549	0.1%
Deferred Developer Fee:	\$ 281,807	1.8%
Total Project Sources (Permanent):	\$15,404,094	100%
Uses of Funds	<i>Amount</i>	<i>%</i>
Acquisition:	\$ 3,860,239	25%
Hard Costs (Construction):	\$ 7,586,850	49%
Soft Costs:	\$ 1,629,700	11%
Financing Costs:	\$ 978,807	6%
Reserves:	\$ 348,498	2%
Developer Fee:	\$ 1,000,000	6%
Total Project Sources (Permanent):	\$ 15,404,094	100%

ECONOMIC ANALYSIS

Revenue Impacts for the City

	10-Year	15-Year	20-Year
Net Revenue to the City	\$ 235,460	\$ 374,218	\$ 531,031
Baseline Revenue (If No Project)	\$ 64,359	\$ 96,539	\$ 128,719
New Revenue to City	\$ 171,100	\$ 277,679	\$ 402,312

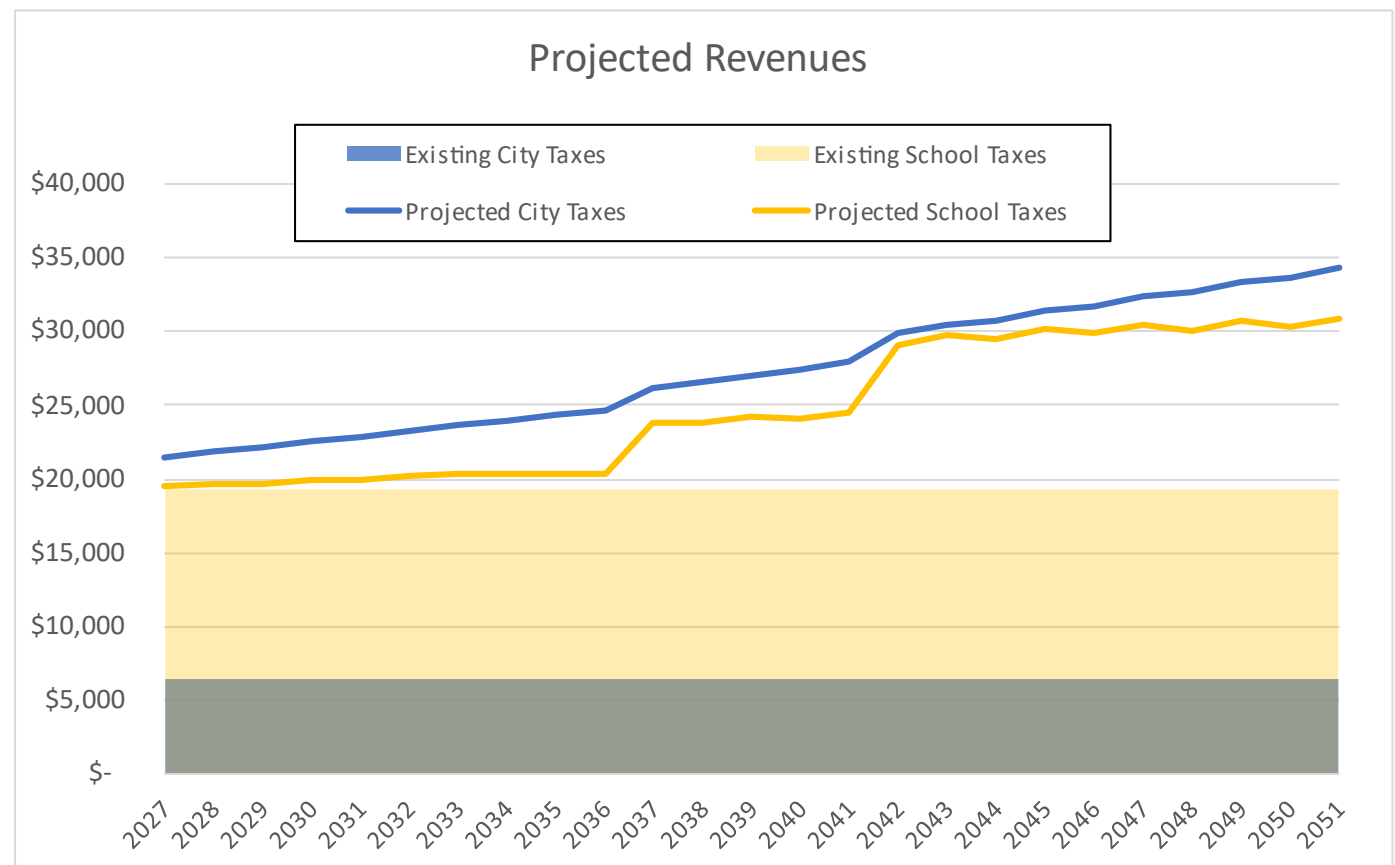
* City Revenue projections excludes utility tax estimates.

Revenue Impacts for the School District

	10-Year	15-Year	20-Year
Net Revenue to the School District	\$ 204,763	\$ 330,465	\$ 480,082
Baseline Revenue (If No Project)	\$ 192,970	\$ 289,455	\$ 385,940
New Revenue to School District	\$ 11,793	\$ 41,010	\$ 94,142

Revenue Impacts for Other Taxing District

	10-Year	15-Year	20-Year
Net Revenue to Other Taxing Districts	\$ 69,088	\$ 111,500	\$ 161,981
Baseline Revenue (If No Project)	\$ 65,109	\$ 97,663	\$ 130,217
New Revenue to School District	\$ 3,979	\$ 13,837	\$ 31,764



LETTERS OF SUPPORT (OVER \$10M)

Community Support

The proposed renovation of the building has received letters of support from several local organizations and officials, including:

- State Representative LaKeySha Bosley, District 79
- St. Louis Midtown Redevelopment Corporation
- Tiffany Community Association
- St. Louis Public Schools (SLPS)

The project also received a letter of support from Alisha Sonnier, Alderwoman of the 7th Ward. Copies of each letter are available upon request.

SLDC CONTACT

SLDC Staff

Preparer's Name: Zachary Wilson

Phone Number: 314-657-3773

Email Address: wilsonz@stlouis-mo.gov

STATEMENT REGARDING PERSONAL OR PRIVATE INTEREST

I, ZACHARY WILSON, state:

In conjunction with my service on behalf of St. Louis Development Corporation, I hereby certify that, to the best of my knowledge, information and belief, at no time during the process, neither I nor anyone within the Fourth Degree of Consanguinity of myself, whether singularly or collectively:

- a) have any ownership interest, directly or indirectly, in the business entity under consideration, or
- b) serve as an officer, director, or employee of the business entity under consideration; or
- c) have received any salary, gratuity or other compensation or remuneration during the three years prior to the date of my preparation of the Development Proposal Report or expect to receive any salary, gratuity or other compensation or remuneration from the person or entity under consideration for selection or any person or entity directly or indirectly affiliated with the person or business entity under consideration, except as fully disclosed and detailed in Exhibit A, attached and included by reference herein.

Dated as of 3/14/2024 Z/WL ZACHARY WILSON

Board Bill Number 47
Introduced by Alderwoman Aisha Sonnier

BLIGHTING STUDY AND REDEVELOPMENT PLAN
FOR THE

TIFFANY SCATTERED SITES II
Redevelopment Area

PROJECT # 2481

August 26, 2025

LAND CLEARANCE FOR REDEVELOPMENT AUTHORITY
OF THE CITY OF ST. LOUIS

MAYOR CARA SPENCER

BLIGHTING STUDY AND REDEVELOPMENT PLAN FOR THE TIFFANY SCATTERED SITES II REDEVELOPMENT AREA

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EXHIBITS

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"E"	PROJECT AREA – SLUP DESIGNATIONS
"F"	PROJECT AREA – EXISTING ZONING
"G"	PROJECT AREA – PROPOSED ZONING
"H"	EQUAL OPPORTUNITY AND NON-DISCRIMINATION GUIDELINES
"I"	BLIGHTING REPORT
"J"	SUSTAINABILITY REPORT

A. EXISTING CONDITIONS OF BLIGHT

1. DELINEATION OF BOUNDARIES

The Tiffany Place Scattered Sites II Redevelopment Area (“Area”) is a non-contiguous scattered site project located in the Tiffany neighborhood. The twenty-one (21) parcels within the Area are located along Blaine Avenue, Folsom Avenue, and McRee Avenue.

The property and legal descriptions for each parcel within the Area are described in Exhibit A. The boundaries of the Area are delineated in Exhibits B.

2. GENERAL CONDITIONS OF THE AREA

The Area generally consists of vacant or deteriorating multi-family residential buildings.

3. PRESENT LAND USE OF THE AREA

The Area is currently developed with multi-family residential buildings, some of which are currently occupied.

4. PRESENT LAND USE AND DENSITY OF SURROUNDING PROPERTIES

The properties surrounding the Area are developed primarily with residential and neighborhood oriented commercial uses. Of note, the SSM Health Cardinal Glennon Children’s Hospital is directly northeast of the Area. The scattered sites of the Area are roughly bound by S. 39th Street to the west, Park Avenue to the North, Grand Boulevard to the east, and Lafayette Avenue/I-44 to the south.

The Area is in Census Tract 1273 which, according to the 2020 census, has a population density of 7.05 people per acre and an occupied housing unit density of 2.75 per acre.

The existing land uses in the Area are shown in Exhibit C.

5. CURRENT ZONING

The parcels in the Area are zoned either “C” – Multiple-Family Dwelling District or “D” – Multiple-Family Dwelling District pursuant to the Zoning Code of the Revised Code of the City of St. Louis, which is incorporated into this Blighting Study and Redevelopment Plan (“Plan”) by reference. The existing zoning designations in the Area are shown on the map in Exhibit F.

6. FINDING OF BLIGHT

Several of the parcels within the Area are unoccupied largely due to unsafe and unsanitary living conditions resulting from deferred maintenance. The physical conditions of the parcels within the Area are outlined in Exhibit I. The existence of

deteriorated property constitutes an economic or social liability to the City and presents a hazard to the health and well-being of its citizens. The preponderance of the properties in the Area have been determined to be blighted within the meaning of §99.300 et seq. RSMo (the Land Clearance for Redevelopment Authority Law) and as defined in §353.020 of the Revised Statute (2016) as evidenced by the Blighting Report attached hereto, labeled Exhibit I and incorporated herein by this reference.

B. PROPOSED DEVELOPMENT AND REGULATIONS

1. REDEVELOPMENT OBJECTIVES

The primary objectives of the Plan are to eliminate blight within the Area and to facilitate the redevelopment of the Area into quality affordable housing units. This Plan also serves to further the goals of the *Strategic Land Use Plan of the St. Louis Comprehensive Plan (2025)* and the *City of St. Louis Sustainability Plan (2013)*.

2. PROPOSED LAND USE OF THE AREA

The proposed land uses for the Area are residential uses permitted in the zones designated “C” – Multiple-Family Dwelling District and “D” – Multiple-Family Dwelling District pursuant to the Zoning Code of the Revised Code of the City of St. Louis.

Redeveloper(s) designated by the Land Clearance for Redevelopment Authority of the City of St. Louis (“LCRA”) to redevelop property in the Area (hereafter referred to as “Redeveloper(s)”) shall be permitted to use the property within the Area for only to above proposed uses.

The proposed uses for the Area are outlined in Exhibit D.

3. PROPOSED ZONING

The proposed zoning for the Area may remain “C” – Multiple-Family Dwelling District and “D” – Multiple-Family Dwelling District pursuant to the Zoning Code of the Revised Code of Ordinances of the City of St. Louis. The proposed zoning for the Area can be seen in Exhibit G.

4. RELATIONSHIP TO LOCAL OBJECTIVES

The proposed land use, zoning, public facilities, and utility plans are appropriate and consistent with local objectives as defined by *Strategic Land Use Plan of the St. Louis Comprehensive Plan*. Any specific proposal to the LCRA for redevelopment of the Area or any portion of the Area shall contain, among other requirements, adequate provisions for traffic, parking, safety from fire, light, air, and sound design and arrangement.

5. PROPOSED EMPLOYMENT FOR THIS AREA

There are no additional jobs expected to be created in this Area resulting from the proposed redevelopment.

6. CIRCULATION

The Project Area – Proposed Land Use Map (Exhibit C) indicates the proposed circulation of vehicles in the Area. The layouts, levels, and grades of public rights-of-way remain unchanged.

Any proposed change to the public rights-of-way in the Area shall be as approved by the Director of the City of St. Louis Street Department. Any vacation of rights-of-way are subject to approval of the City of St. Louis Board of Alderman by way of City ordinance.

7. BUILDING AND SITE REGULATIONS

The Area shall be subject to all applicable federal, state, and local laws, ordinances, regulations, and codes, including but not limited to, the Building Code of the Revised Codes of the City of St. Louis, the Zoning Code of the Revised Codes of the City of St. Louis, and the rules, regulations, policies, and stipulations of the Planning and Urban Design Agency (“PDA”) of the City of St. Louis.

The Redeveloper(s) shall redevelop the Area in accordance with this Plan and the Redevelopment Agreement (“Agreement”), if any, and shall maintain all structures, equipment, paved areas, and landscaped areas controlled by the Redeveloper(s) in good and safe order both inside and outside, structurally and otherwise. Failure to meet these requirements may result in the suspension of tax abatement and/or the payment of the value of the abated taxes to the City of St. Louis.

Construction techniques, materials, fixtures and finishes, and any other item related to the rehabilitation or construction of structures within the Area shall be done in a manner that maximizes the energy efficiency of the structures and enhances the overall sustainability of the redevelopment.

8. URBAN DESIGN

a. Urban Design Objectives

The property in the Area shall be redeveloped such that it is an attractive residential asset to the surrounding neighborhood.

b. Urban Design Regulations

b.i.) Rehabilitation:

Any rehabilitation of existing structures shall respect the original exterior of the structures in the Area in terms of design and materials. Window and door shapes and detailing shall be compatible with the original design. Materials chosen shall be of high quality and increase the energy efficiency of each structure.

b.ii.) New Construction:

Any new construction or alterations shall be positioned on the lot so that any existing recurrent building masses and spaces along the street are continued as well as the pattern of setback from the street.

b.iii.) New Exterior Materials:

Any new materials on facades of structures in the Area visible from the street shall be compatible in type and texture with the dominant materials of adjacent buildings. Artificial masonry such as “Permastone” is not permitted. A submission of all building materials shall be required prior to building permit approval.

b.iv.) Architectural Details:

All architectural details, appurtenances, or fenestration on existing structures in the Area shall be maintained in a similar size, detail, and material. Where they are badly deteriorated, similar details salvaged from other buildings may be substituted.

b.v.) Roof Shape:

When one roof shape is present in a predominance of existing buildings in a block, any proposed new construction or alteration should be viewed with respect to its compatibility with the existing adjacent buildings.

c. Landscaping and Sidewalk Maintenance

A landscape plan containing the names, number, and location of all trees, shrubs, forbs, and grasses shall be required prior to issuance of an occupancy permit. A minimum of 50% of all plantings shall be Missouri native plants; no invasive, noxious, or nuisance plants, as defined by the Missouri Department of Conservation, shall be permitted. Perimeter street trees shall be of a type from a list maintained by the City of St. Louis Forestry Division and be of a minimum caliper of 2-1/2 inches. Street trees shall be planted in accordance with the street tree placement guidelines of the City of St. Louis Forestry Division. All lots shall have a minimum of two trees, inclusive of any street trees. Existing, healthy trees shall be retained wherever possible. Sidewalks shall be repaired or replaced, including any necessary upgrades to make existing sidewalks ADA compliant.

9. PARKING REGULATIONS

Parking shall be provided in accordance with the applicable zoning and building code regulations of the Revised Code of the City of St. Louis, including rules, policies and requirements of PDA.

10. SIGN REGULATIONS

All signs shall be as allowed in the Zoning Code of the Revised Code of the City of St. Louis.

11. BUILDING, CONDITIONAL USE, AND SIGN PERMITS

No building permit, conditional use permit, or sign permit shall be issued by the City of St. Louis without the prior written recommendations of the LCRA.

12. PUBLIC IMPROVEMENTS

No additional schools, parks, recreational and community facilities, or other public facility shall be required. Additional or repaired water, sewage, or other public utilities may be required. The cost of such utility improvements shall be borne by the Redeveloper.

If funds are available to the LCRA, it may provide public improvements including, but not limited to, measures for the control of traffic, improvements to street lighting, street trees, and other improvements which may further the objectives of this Plan.

C. PROPOSED SCHEDULE OF REDEVELOPMENT

A building permit shall be submitted for approval within twelve (12) months of the execution of the Agreement. Substantial completion of the redevelopment shall occur within twenty-four (24) months of the approval of the Plan by City of St. Louis ordinance.

The LCRA may alter the above schedule in accordance with its policy governing time extensions.

D. EXECUTION OF PROJECT

1. ADMINISTRATION AND FINANCING

The LCRA is empowered by Missouri law to administer redevelopment of all types pursuant to this Plan and can do so to the extent and in the manner prescribed by the Land Clearance for Redevelopment Authority Law.

All costs associated with the redevelopment of the Area shall be borne by the Redeveloper(s).

Implementation of this Plan may be financed by funds obtained from private and/or public sources, including, without limitation, revenue bonds, bank loans, and equity funds provided by the Redeveloper(s).

2. PROPERTY ACQUISITION

The Project Area – Site Map, Exhibit B attached, identifies all the property located in the Area. The LCRA may not acquire any property in the Area by the exercise of eminent domain.

3. PROPERTY DISPOSITION

If the LCRA acquires property in the Area, it may sell or lease the property to Redeveloper(s) who shall agree to redevelop such property in accordance with this Plan and the Agreement between such Redeveloper(s) and the LCRA. Any property acquired by the LCRA and sold to Redeveloper(s) will be sold at not less than its fair market value, taking into account and giving consideration to those factors enumerated in §99.450, RSMo, as amended, for uses in accordance with this plan.

4. RELOCATION ASSISTANCE

All eligible occupants displaced as a result of the implementation of this Plan shall be given relocation assistance in accordance with all applicable federal, state, and local laws, ordinances, regulations, and policies.

E. COOPERATION OF THE CITY

The City and its Board of Aldermen, by enacting an ordinance approving this Plan, pledges its cooperation to enable the Project to be carried out in a timely manner and in accordance with this Plan.

F. TAX ABATEMENT

Redeveloper(s) may seek ten (10) years of real estate tax abatement pursuant to §99.700-§99.715, RSMo, as amended, upon application as provided therein. Such real estate tax abatement shall not include taxes collected for any Special Business District, Neighborhood Improvement District, Commercial Improvement District, or any other similar local taxing district created in accordance with Missouri law, whether now existing or later created.

In lieu of tax abatement available pursuant to §99.700-§99.715, RSMo, as amended, any Redeveloper(s) may seek tax abatement pursuant to Chapter 353, RSMo, as amended, upon compliance with the procedures set forth therein and in Chapter 11.06 of the Revised Ordinances of the City of St. Louis, as amended. The terms of the tax abatement available to the applicable real property or portion thereof will be set forth in a Redevelopment Agreement between the LCRA and the Redeveloper(s). The Redevelopment Agreement shall provide that tax abatement shall begin in the year during which an urban redevelopment corporation acquires title to the applicable real property or portion thereof and continue no longer than fifteen (15) years thereafter (the "Chapter 353 Tax Abatement Period"), provided, however, that:

- Payments in lieu of taxes (PILOTs) or taxes will be imposed to ensure that the total revenues payable to the affected taxing jurisdictions from PILOTs and unabated ad valorem taxes (including those set forth in §353.110, RSMo) equals at least:
 - For years one (1) through ten (10) of the Chapter 353 Tax Abatement Period, at least:
 - One hundred percent (100%) of the ad valorem taxes that would be imposed based on the then-current tax levy rates and the assessed value of the land and improvements included in the applicable real property or portion thereof in the year prior to the urban redevelopment corporation's acquisition thereof (subject to adjustment pursuant to §353.110.2, RSMo, if the land was tax exempt prior to acquisition by the urban redevelopment corporation) (the "Base Tax Value"); plus
 - At least ten percent (10%) of the difference between the ad valorem real estate taxes that would be due if there were no tax abatement and Base Tax Value.
 - For years eleven (11) through fifteen (15) of the Chapter 353 Tax Abatement period, the Redeveloper(s) shall pay ad valorem real property taxes based on the then-current tax levy and an assessed value determined using 50% of true value.
- Pursuant to §71.801, RSMo, all calculations of PILOTs and abated taxes shall exclude any ad valorem real property tax imposed by a Special Business District

All PILOTs shall be a lien upon the real property and, when paid to the Collector of Revenue of the City shall be distributed as all other property taxes. These partial tax relief and PILOT provisions, during up to said fifteen (15) year period, shall inure to the benefit of all successors in interest in the property of the urban redevelopment corporation, so long as such successors shall continue to use such property as provided in this Plan and in any Agreement with the LCRA. In no event shall such benefits extend beyond fifteen (15) years after any urban redevelopment corporation shall have acquired title to the property.

The tax abatement described above shall not apply to special assessments and shall not serve to reduce or eliminate any other licenses or fees owing to the City or any other taxing jurisdiction with respect to the applicable real property or portion thereof, except as expressly described above. Pursuant to §99.715, RSMo, nothing in the Plan shall prevent the City Assessor from increasing or decreasing the assessed value of the any real property or portion thereof that is not subject to a Certificate of Qualification of Tax Abatement properly filed with the City Assessor.

All unabated ad valorem real estate taxes and PILOTs shall be collected by the City Collector of Revenue in the same manner as regular ad valorem real estate taxes.

G. COMPLIANCE WITH AFFIRMATIVE ACTION AND NONDISCRIMINATION LAWS AND REGULATIONS

1. LAND USE

A Redeveloper(s) shall not discriminate on the basis of race, color, familial status, national origin, sex, marital status, age, sexual orientation, gender identity or expression, religion, or disability in the lease, sale, or occupancy of the Area.

2. CONSTRUCTION AND OPERATIONS

A Redeveloper(s) shall not discriminate on the basis of race, color, familial status, national origin, sex, marital status, age, sexual orientation, gender identity or expression, religion, or disability in the construction and operation of any Project in the Area and shall take such affirmative action as may be appropriate to afford opportunities to everyone in all activities of the Project, including enforcement, contracting, operating, and purchasing.

3. LAWS AND REGULATIONS

Redeveloper(s) shall comply with all applicable federal, state, and local laws, ordinances, executive orders, and regulations regarding nondiscrimination, affirmative action, workforce development, and prevailing wage compliance, including the City Guidelines for Minimum Utilization of Minority Enterprises, dated January 1, 1981, as may be amended, and the "Equal Opportunity and Nondiscrimination Guidelines" in Exhibit E, attached.

4. ENFORCEMENT

All of the provisions of this Section G shall be incorporate in an Agreement between the LCRA and Redeveloper(s), which Agreement shall be recorded in the office of the

Recorder of Deeds. The provision of G.1 and G.3 shall be covenants running with the land, without limitation as to time, and the provisions of G.2 shall be for the duration of this Plan and any extension thereof.

All of the provisions of Section G shall be enforceable against the Redeveloper(s), its heirs, successors or assigns, by the LCRA, the City, any state having jurisdiction, or the United States of America.

H. MODIFICATIONS OF THIS PLAN

Any proposed modification which will substantially change this Plan shall be approved by the St. Louis Board of Aldermen in the same manner as this Plan was first approved. Modifications which will substantially change this Plan include, but are not limited to, modifications on the use of eminent domain, to the length of the tax abatement, or to the boundaries of the Area.

This Plan may be otherwise modified by LCRA (e.g. urban design regulations, development schedule) in accordance with its July 24, 2018 policy governing time execution, as may be amended.

I. DURATION OF REGULATION AND CONTROLS

The regulation and controls set forth in this Plan shall be in full force and effect for twenty-five years commencing with the effective date of approval of this Plan by City ordinance, and for additional ten (10) year periods unless before the commencement of any such ten (10) year period the St. Louis Board of Aldermen shall terminate this Plan at the end of the term then in effect, except as provided in Section G.4 of this Plan.

J. EXHIBITS

All attached exhibits are hereby incorporated by reference into this Plan and made a part hereof.

K. SEVERABILITY

The elements of this Plan satisfy all requirements of state and local laws. Should any provisions of this Plan be held invalid by a final determination of a court of law, the remainder of the provisions hereof shall not be affected thereby and shall remain in full force and effect.

LEGAL DESCRIPTION

1. 3645 BLAINE AVENUE

PARCEL # 2124-9-320.000
C.B. 2124 BLAINE AVE,
50 FT X 128 FT
DUNDEE PL ADDITION
LOT 8

Lot 8 of DUNDEE PLACE and in Block 2124 of The City of St. Louis, Missouri, and being more particularly described as follows:

Beginning at a point in the North line of Blaine Avenue, 60.00 feet wide, at its intersection with the West line of said Lot 8; thence Northwardly along the West line of said Lot 8 a distance of 128.00 feet to a point in the South line of an alley 15.00 feet wide; thence Eastwardly along the South line of said alley a distance of 50.00 feet to a point, said point being at the intersection of the East line of said Lot 8; thence Southwardly along the East line of said Lot 8 a distance of 128.00 feet to a point in the North line of said Blaine Avenue; thence Westwardly along the North line of said Blaine Avenue a distance of 50.00 feet to the point of beginning.

2. 3671 BLAINE AVENUE

PARCEL # 2124-9-390.000
C.B. 2124 BLAINE AVE,
25 FT X 128 FT
DUNDEE PL ADDITION
LOT E-3

The Eastern ½ of Lot 3 of DUNDEE PLACE and in Block 2124 of The City of St. Louis, Missouri, and being more particularly described as follows:

Beginning at a point in the North line of Blaine Avenue, 60.00 feet wide, at its intersection with the East line of said Lot 3, thence Northwardly along the East line of said Lot 3 a distance of 128.00 feet to a point in the South line of an alley 15.00 feet wide; thence Westwardly along the South line of said alley a distance of 25.00 feet to a point; thence Southwardly along a line parallel with the East line of said Lot 3 a distance of 128.00 feet to a point in the North line of said Blaine Avenue; thence Eastwardly along the North line of said Blaine Avenue a distance of 25.00 feet to the point of beginning.

3. 3824 BLAINE AVENUE

PARCEL # 2126-9-070.000
C.B. 2126 BLAINE AVE
37 FT 65 IN X 128 FT
DUNDEE PL ADDITION
LOT W-19 E-20

The West 12.50 feet of Lot 19 and the East 25.00 feet of Lot 20 of DUNDEE PLACE, and in Block 2126 of The City of St. Louis, Missouri, and being more particularly described as follows:

Beginning at a point in the South line of Blaine Avenue, 60.00 feet wide, at its intersection with the East line of said Lot 19; thence Westwardly along the South line of said Blaine Avenue a distance of 37.50 feet to the True Point of Beginning; thence continuing Westwardly along the South line of said Blaine Avenue a distance of 37.50 feet to a point; thence Southwardly along a line parallel with the East line of said Lot 19 a distance of 128.00 feet to a point in the North line of an alley 15.00 feet wide; thence Eastwardly along the North line of said alley a distance of 37.50 feet to a point; thence Northwardly along a parallel with the East line of said Lot 19 a distance of 128.00 feet to the True Point of Beginning.

4. 3836 BLAINE AVENUE

PARCEL # 2126-9-030.000

C.B. 2126 BLAINE AVE

50 FT X 128FT

DUNDEE PL ADDITION

LOT 22

Lot 22 of DUNDEE PLACE and in Block 2126 of The City of St. Louis, Missouri, and being more particularly described as follows:

Beginning at a point in the South line of Blaine Avenue 60.00 feet wide at its intersection with the East line of said Lot 22; thence Southwardly along the East line of said Lot 22 a distance of 128.00 feet to the North line of an alley 15.00 feet wide; thence Westwardly along said North line of the alley a distance of 50.00 feet to the West line of said Lot 22; thence Northwardly along said West line of Lot 22 a distance of 128.00 feet to the South line of Blaine Avenue' thence Eastwardly along the South line of Blaine Avenue a distance of 50.00 feet to the true point of beginning.

5. 3842 BLAINE AVENUE

PARCEL # 2126-9-020.000

C.B. 2126 BLAINE AVE

50 FT X 128 FT

DUNDEE PL ADDN

LOT 23

Lot 23 of DUNDEE PLACE in Block 2126 of The City of St. Louis, Missouri, and described as follows:

Beginning at a point in the South line of Blaine Avenue (60.00 feet wide) at its intersection with the East line of said Lot 23, thence Southwardly along the East line of said Lot 23 a distance of 128.00 feet to the North line of an alley (15.00 feet wide), thence Westwardly along the North line of said alley a distance of 50.00 feet to a point on the West line of said Lot 23, thence Northwardly along the West line of said Lot 23 a distance of 128.00 feet to the South line of

Blaine Avenue, thence Eastwardly along the South line of Blaine Avenue a distance of 50.00 feet to the point of beginning.

6. 3671 FOLSOM AVENUE

PARCEL # 2125-9-350.000
C.B. FOLSOM AVE
40 FT X 158 FT
DUNDEE PL ADDITION
LOT E-3 W-4 & PT OF VAC ALLEY

Parts of Lots 3 and 4 of DUNDEE PLACE in City Block 2125 of The City of St. Louis and described as follows:

Beginning at a point in the North line of Folsom Avenue (60.00 feet wide) distance 10 feet East of the West line of said Lot 4, thence Northwardly and parallel to the West line of said Lot 4 a distance of 128.00 feet to the South line of an alley 15.00 feet wide, thence Westwardly along the South line of said alley a distance of 40.00 feet, thence Southwardly and parallel thence Eastwardly along the North line of Folsom Avenue a distance of 40.00 feet to the point of beginning. Together with the South 7.5 feet of former East and West alley, 15 feet wide, adjoining said parcel on the North and the North 30 feet of former Folsom Avenue (60 feet wide) adjoining said parcel on the South, as vacated by Ordinance No. 64024, a copy of which is recorded in Book 1359M, Page 1518 of the St. Louis City Records.

7. 3675 FOLSOM AVENUE

PARCEL # 2125-9-360.000
C.B. 2125 PARK AVE
40 FT X 158 FT
DUNDEE PL ADDITION
LOT E-2 W-3 & PT OF VAC ALLEY

Part of Lots 2 and 3 of DUNDEE PLACE in Block 2125 of The City of St. Louis, and described as follows:

Beginning at a point in the North line of Folsom Avenue (60.00 feet wide) distance 20.00 feet West of the East line of said Lot 2, thence Northwardly and parallel to the East line of said Lot 2, a distance of 128.00 feet to the South line of an alley (15.00 feet wide), thence Eastwardly along said alley line a distance of 40.00 feet to a point being 20.00 feet East of the West line of said Lot 3, thence Southwardly and parallel to the West line of said Lot 3, a distance of 128.00 feet to the North line of Folsom Avenue, thence Westwardly along the North line of Folsom Avenue a distance of 40.00 feet to the point of beginning. Together with the South 7.5 feet of former East and West alley, 15 feet wide, adjoining said parcel on the North and the North 30 feet of former Folsom Avenue (60 feet wide) adjoining said parcel on the South, as vacated by Ordinance No. 64024, a copy of which is recorded in Book 1359M, Page 1518 of the St. Louis City Records.

8. 3810 FOLSOM AVENUE

PARCEL # 4956-9-200.000

C.B. 4956 FOLSOM AVE

50 FT X 128 FT

DUNDEE PL ADDITION

LOT 17

Lot 17 of DUNDEE and in Block 4956 of The City of St. Louis, Missouri, and described as follows:

Beginning at a point in the South line of Folsom Avenue (60.00 feet wide) at its intersection with the West line of said Lot 17, thence Southwardly along the West line of said Lot 17 a distance of 128.00 feet to the North line of an alley (15 feet wide), thence Eastwardly along said North line a distance of 50.00 feet to a point on the East line of said Lot 17, thence Northwardly along the East line of said Lot 17 a distance of 128.00 feet to the South line of Folsom Avenue, thence Westwardly along the South line of Folsom Avenue, a distance of 50.00 feet to the point of beginning.

9. 3817 FOLSOM AVENUE

PARCEL # 4957-9-130.000

C.B. 4957 FOLSOM AVE

40 FT X 128 FT

DUNDEE PL ADDITION

LOT W-11

The Western 40.00 feet of Lot 11 in DUNDEE PLACE in Block 4957 of The City of St. Louis, Missouri, and described as follows:

Beginning at a point in the North line of Folsom Avenue (60.00 feet wide) at its intersection with the West line of said Lot 11, thence Northwardly along the West line of said Lot 11 a distance of 128.00 feet to the South line of an alley, thence Eastwardly along said South line a distance of 40.00 feet to a point, thence Southwardly and parallel to the West line of Lot 11 a distance of 128.00 feet to the North line of Folsom Avenue, thence Westwardly along the North line of Folsom Avenue a distance of 40.00 feet to the point of beginning.

10. 3827 FOLSOM AVENUE

PARCEL # 4957-9-150.000

C.B. 4957 FOLSOM AVE

50 FT X 128 FT

DUNDEE PL ADDITION

LOT 9

Lot 9 of DUNDEE PLACE in Block 4957 of The City of St. Louis, Missouri, and described as follows:

Beginning at a point on the North line of Folsom Avenue (60.00 feet wide) at its intersection with the West line of said Lot 9, thence Northwardly along said West line a distance of 128.00

feet to the South line of an alley (15.00 feet wide), thence Eastwardly along the South line of said alley a distance of 50.00 feet to the East line of said lot 9, thence Southwardly along the East line of said Lot 9 a distance of 128.00 feet to the North line of Folsom Avenue, thence Westwardly along the North line of Folsom Avenue a distance of 50.00 feet to the point of beginning.

11. 3836 FOLSOM AVENUE

PARCEL # 4956-9-120.000

C.B. 4956 FOLSOM AVE

25 FT X 128 FT

DUNDEE PL ADDITION

LOT E-22

The East ½ lot of Lot 22 DUNDEE PLACE in Block 4956 of The City of St. Louis, Missouri, and described as follows:

Beginning at a point in the South line of Folsom Avenue (60.00 feet wide) at its intersection with the East line of said Lot 22; thence Southwardly along said East line a distance of 128.00 feet to the North line of a 15.00 foot wide alley; thence Westwardly along said alley line a distance of 25.00 feet to a point; thence Northwardly and parallel to the East line of said Lot 22, a distance of 128.00 feet to the South line of Folsom Avenue; thence Eastwardly along said South line a distance of 25.00 feet to the point of beginning.

12. 3624 MCREE AVENUE

PARCEL # 2122-9-085.000

C.B. 2122-N MCREE AVE

32 FT X 143 FT 2 IN

SHAW LAFAYETTE ADDITION

BD E-242 FT W OF GRAND

A Lot in Block 2122 North of the City of St. Louis, Missouri, and described as follows:

Beginning at a point in the South line of McRee Avenue (60.00 feet wide) distance 242.00 feet West of the West line of Grand Boulevard (80.00 feet wide), thence Southwardly and parallel to the West line of Grand Boulevard a distance of 140.42 feet to the North line of an alley (15.00 feet wide), thence Westwardly along the North line of said alley a distance of 32.00 feet, thence Northwardly and parallel to the West line of Grand Boulevard a distance of 140.42 feet to the South line of McRee Avenue. Thence Eastwardly along said South line a distance of 32.00 feet to the point of beginning.

13. 3638 MCREE AVENUE

PARCEL # 2122-9-065.000

C.B. 2122 N MCREE AVE

30 FT/36 FT X 140 FT 5 IN/1, 2-1/2 IN

PRAIRIE DES MOYES ADDITION

BND E-370 FT W OF GRAND

A Lot in Block 2122-N of The City of St. Louis, Missouri, and more particularly described as follows:

Beginning at a point being the intersection of the South line of McRee Avenue 60 feet wide and the West line of Grand Boulevard 80 feet wide; thence along the South line of said McRee Avenue Westwardly a distance of 370.00 feet to the True Point of Beginning; thence at a 90 degree angle from the South line of McRee Avenue Southwardly a distance of 140.42 feet to the North line of an alley 15.00 feet wide; thence along the North line of said alley Westwardly a distance of 36.00 feet; thence Northwardly a distance of 143.21 feet to the South line of said McRee Avenue; thence along the South line of said McRee Avenue Eastwardly a distance of 36.00 feet to the True Point of Beginning.

14. 3675 MCREE AVENUE

PARCEL # 2123-9-470.000

C.B. 2123 MCREE AVE

30 FT X 128 FT

DUNDEE PL ADDITION

LOT E-2

The Eastern 30.00 feet of Lot 2 of DUNDEE PLACE in Block 2123 of The City of St. Louis, Missouri, more particularly described as follows:

Beginning at a point in the North line of McRee Avenue, 60.00 feet wide, at its intersection of the East line of said Lot 2; thence Northwardly along the East line of said Lot 2 a distance of 128.00 feet to the South line of an alley 15.00 feet wide; thence Westwardly along the South line of said alley a distance of 30.00 feet to a point; thence Southwardly leaving said South line of the alley along a line parallel with the East line of said Lot 2 a distance of 128.00 feet to a point in the North line of said McRee Avenue; thence Eastwardly along the North line of said McRee Avenue a distance of 30.00 feet to the point of beginning.

15. 3680 MCREE AVENUE

PARCEL # 2122-9-005.000

C.B. 2122-N MCREE AVE

42.94 FT X 140.42 FT

SHAW LAFAYETTE AV ADDITION

BLK 1 BD W-SPRING AVE

A Lot in Block 2122-N of The City of St. Louis, Missouri, being the Western Lot of SPRING GARDENS, a subdivision of the City of St. Louis, according to a recorded plat thereof in Plat Book 45 Page 16, being more particularly described as follows:

Beginning at the intersection of the South line of McRee Avenue 60.00 feet wide and the East line of Spring Avenue 50.00 feet wide; thence Southwardly along the East line of said Spring Avenue a distance of 140.42 feet to a point, said point being the intersection of the East line of said Spring Avenue and the North line of an alley 15.00 feet wide; thence Eastwardly along the

North line of said alley a distance of 42.94 feet to a point; thence Northwardly along a line parallel with the East line of said Spring Avenue a distance of 140.42 feet to a point in the South line of said McRee Avenue; thence Westwardly along the South line of said McRee Avenue a distance of 42.94 feet to the point of beginning.

16. 3821 MCREE AVENUE

PARCEL # 2126-9-230.000

C.B. 2126 MCREE AVE

25 FT X 128 FT

DUNDEE PL ADDITION

LOT E-10

The Eastern 25.00 feet of Lot 10 of DUNDEE PLACE in Block 2126 of The City of St. Louis, Missouri, and described as follows:

Beginning at a point in the North line of McRee Avenue (60.00 feet wide) at its intersection with the East line of said Lot 10, thence Westwardly along the North line of said McRee Avenue a distance of 25.00 feet, thence Northwardly and parallel to the East line of said Lot 10 a distance of 128.00 feet to the South line of an alley, thence Eastwardly along the South line of said alley a distance of 25.00 feet to the East line of said Lot 10, thence Southwardly along said East line a distance of 128.00 feet to the point of beginning.

17. 3825 MCREE AVENUE

PARCEL # 2126-9-250.000

C.B. 2126 MCREE AVE

25 FT X 128 FT

DUNDEE PL ADDITION

LOT E-9

The Eastern ½ of Lot 9 of DUNDEE PLACE in Block 2126 of The City of St. Louis, Missouri, and described as follows:

Beginning at a point in the North line of McRee Avenue (60.00 feet wide) at its intersection with the East line of said Lot 9, thence Westwardly along the North line of McRee Avenue a distance of 25.00 feet, thence Northwardly and parallel to the East line of said Lot 9 a distance of 128.00 feet to the South line of an alley (15.00 feet wide), thence Eastwardly along said South line a distance of 25.00 feet to the East line of said Lot 9, thence Southwardly along said East line a distance of 128.00 feet to the point of beginning.

18. 3837 MCREE AVENUE

PARCEL # 2126-9-290.000

C.B. 2126 MCREE AVE

25 FT X 128 FT

DUNDEE PL ADDITION

LOT E-7

The Eastern 25.00 feet of Lot 7 of DUNDEE PLACE in Block 2126 of The City of St. Louis, Missouri, and described as follows:

Beginning at a point in the North line of McRee Avenue (60.00 feet wide) at its intersection with the East line of said Lot 7, thence Westwardly along the North line of McRee Avenue a distance of 25.00 feet to a point, thence Northwardly and parallel to the East line of said Lot 7 a distance of 128.00 feet to the South line of an alley (15.00 feet wide), thence Eastwardly along said South alley line a distance of 25.00 feet to the East line of said Lot 7 a distance of 128.00 feet to the point of beginning.

19. 3840 MCREE AVENUE

PARCEL # 5437-9-090.000

C.B. 5437 MCREE AVE

40 FT X 138 FT

SHAW LAFAYETTE ADDITION

LOT 13 E-14

Lot 13 and the Eastern 10.00 feet of Lot 14 of SHAW'S LAFAYETTE AVENUE ADDITION and in Block 5437 of The City of St. Louis, Missouri, and being more particularly described as follows:

Beginning at a point in the South line of McRee Avenue, 60.00 feet wide, at its intersection with the East line of said Lot 13; thence Southwardly along said East line of Lot 13 a distance of 138.66 feet to a point in the North line of an alley 15.00 feet wide; thence Westwardly along the North line of said alley a distance of 40.00 feet to a point; thence Northwardly along a line parallel with the said East line of Lot 13 a distance of 138.48 feet to a point in the South line of said McRee Avenue; thence Eastwardly along the South line of said McRee Avenue a distance of 40.00 feet to the point of beginning.

20. 3844 MCREE AVENUE

PARCEL # 5437-9-080.000

C.B. 5437 MCREE AVE

20 FT X 138 FT 5-3/4 IN

SHAW LAFAYETTE ADDITION

LOT W-14

The Western 20.00 feet of Lot 14 and the Eastern 20.00 feet of Lot 15 of SHAW'S LAFAYETTE AVENUE ADDITION and in Block 5437 of The City of St. Louis, Missouri, and being more particularly described as follows:

Beginning at the intersection of the West line of said Lot 15 and the South line of McRee Avenue 60.00 feet wide; thence Eastwardly along the South line of said McRee Avenue a distance of 10.00 feet to the True Point of Beginning; thence continuing Eastwardly along the South line of said McRee Avenue a distance of 40.00 feet to a point; thence Southwardly along a line parallel with the West line of said Lot 15 a distance of 138.48 feet to a point in the North line of an alley 15.00 feet wide; thence Westwardly along the North line of said alley a distance of 40.00 feet;

thence Northwardly along a line parallel with the West line of said Lot 15 a distance of 138.33 feet to the True Point of Beginning.

21. 3857 MCREE AVENUE

PARCEL # 2126-9-370.000

C.B. 2126 MCREE AVE

39 FT 9 IN X 128 FT

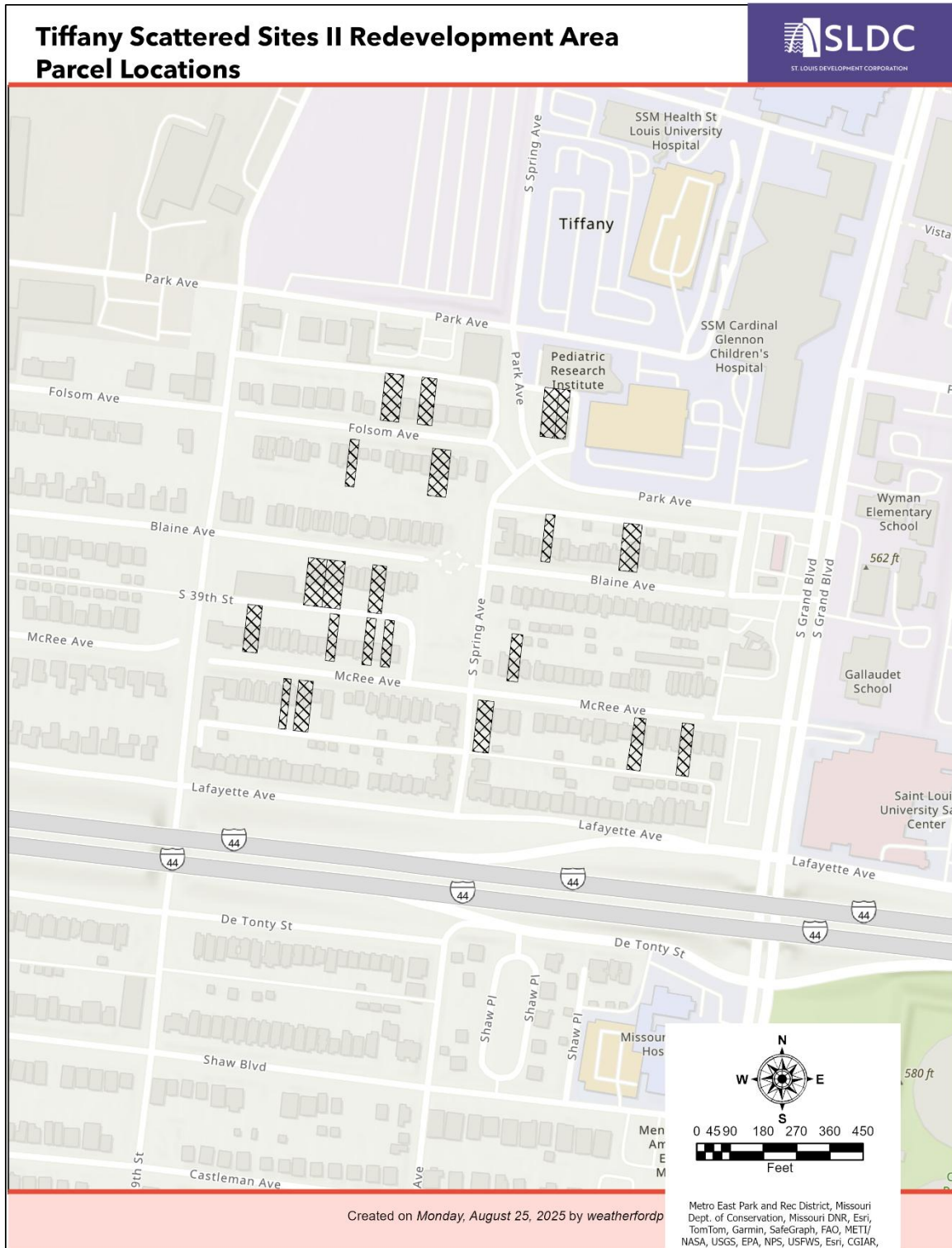
DUNDEE PL ADDITION

LOT W-3

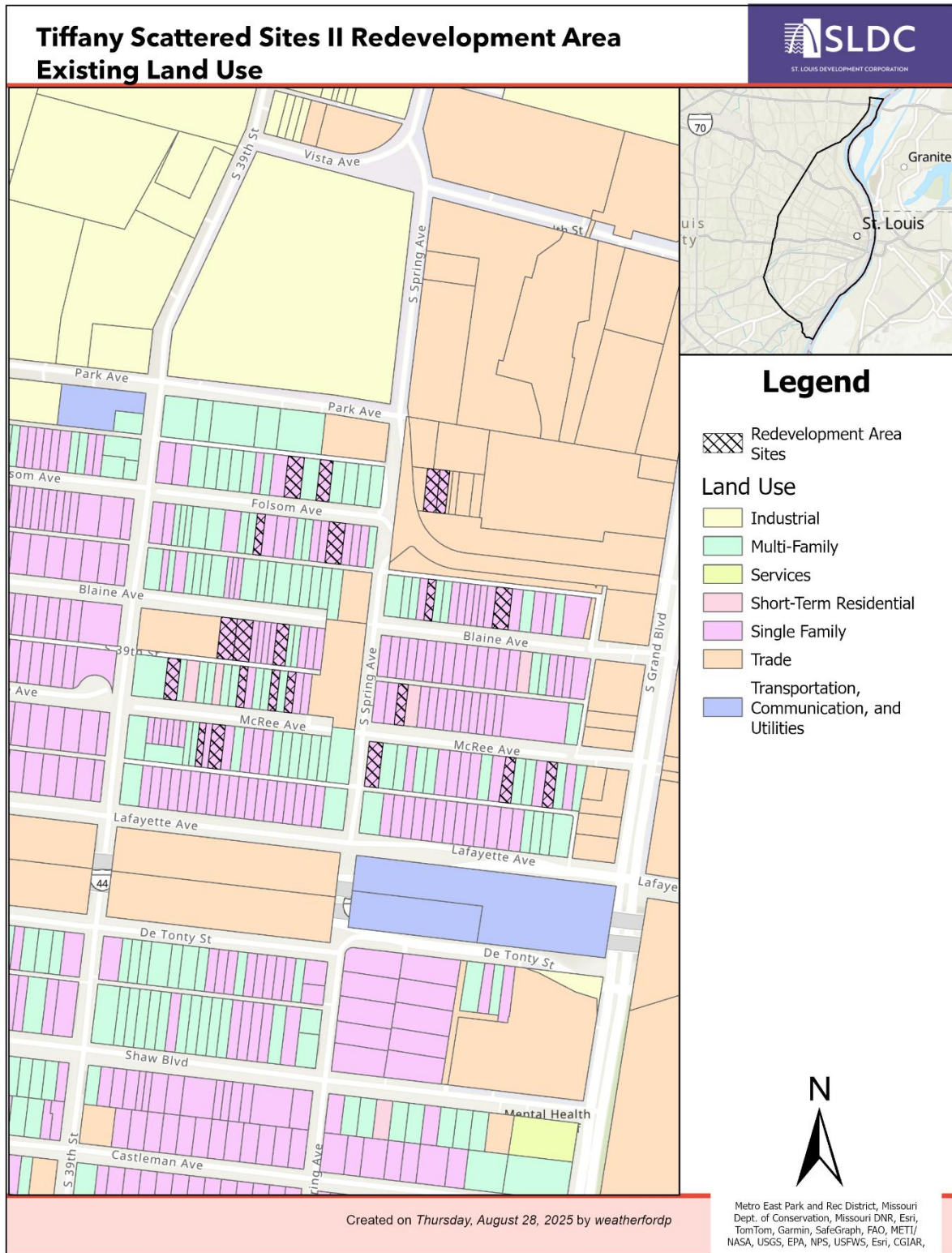
Part of Lot 3 of DUNDEE PLACE in Block 2126 of The City of St. Louis, Missouri, and described as follows:

Beginning at a point in the North line of McRee Avenue, 60.00 feet wide, at its intersection with the West line of said Lot 3; thence Northwardly along the West line of said Lot 3 a distance of 125.00 feet to a point in the South line of an alley 15.00 feet wide; thence Eastwardly along the South line of said alley a distance of 39.75 feet; thence Southwardly and parallel to the West line of said Lot 3 a distance of 125.00 feet to the North line of McRee Avenue; thence Westwardly along the North line of McRee Avenue a distance of 39.75 feet to the True Point of Beginning.

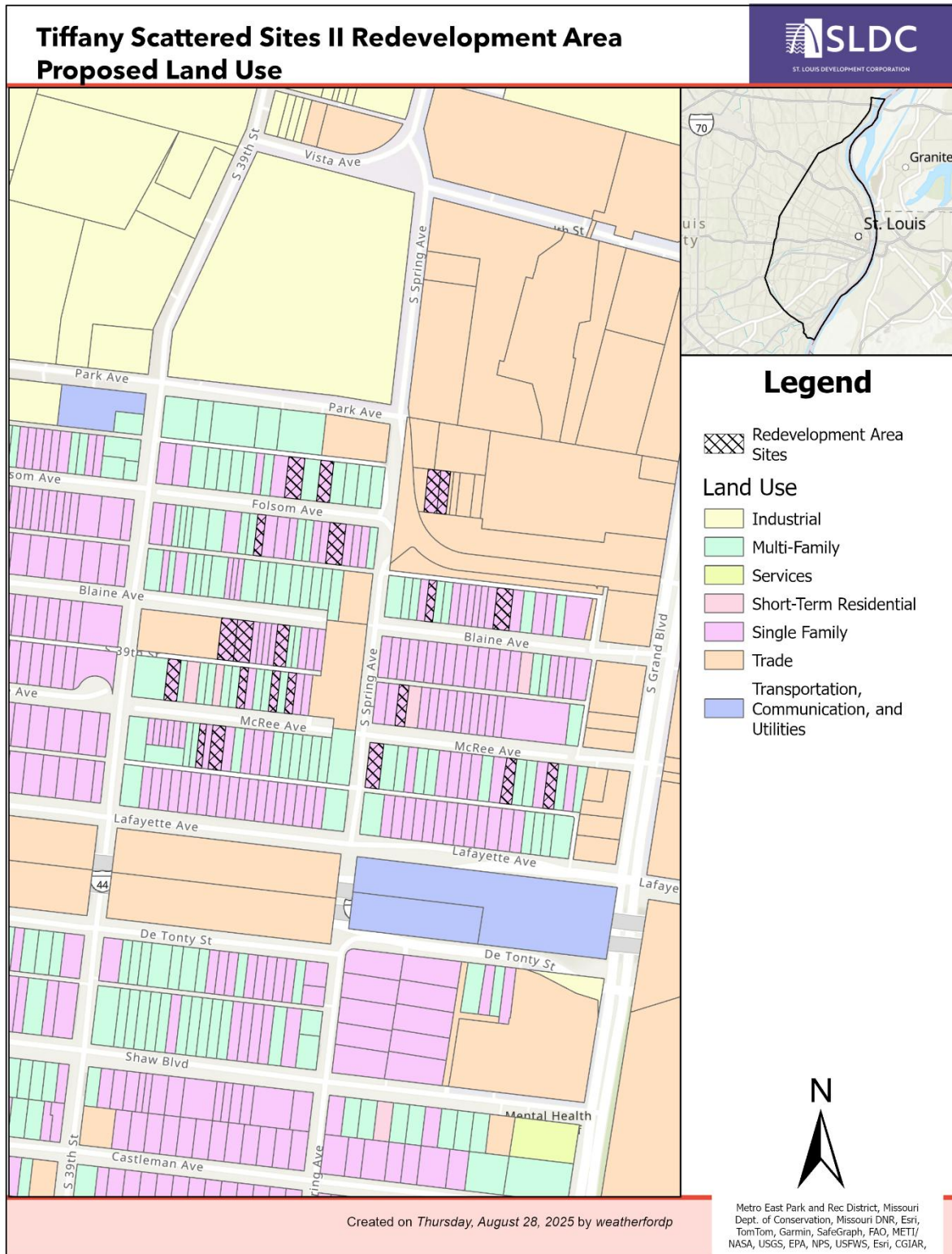
PROJECT AREA – SITE MAP



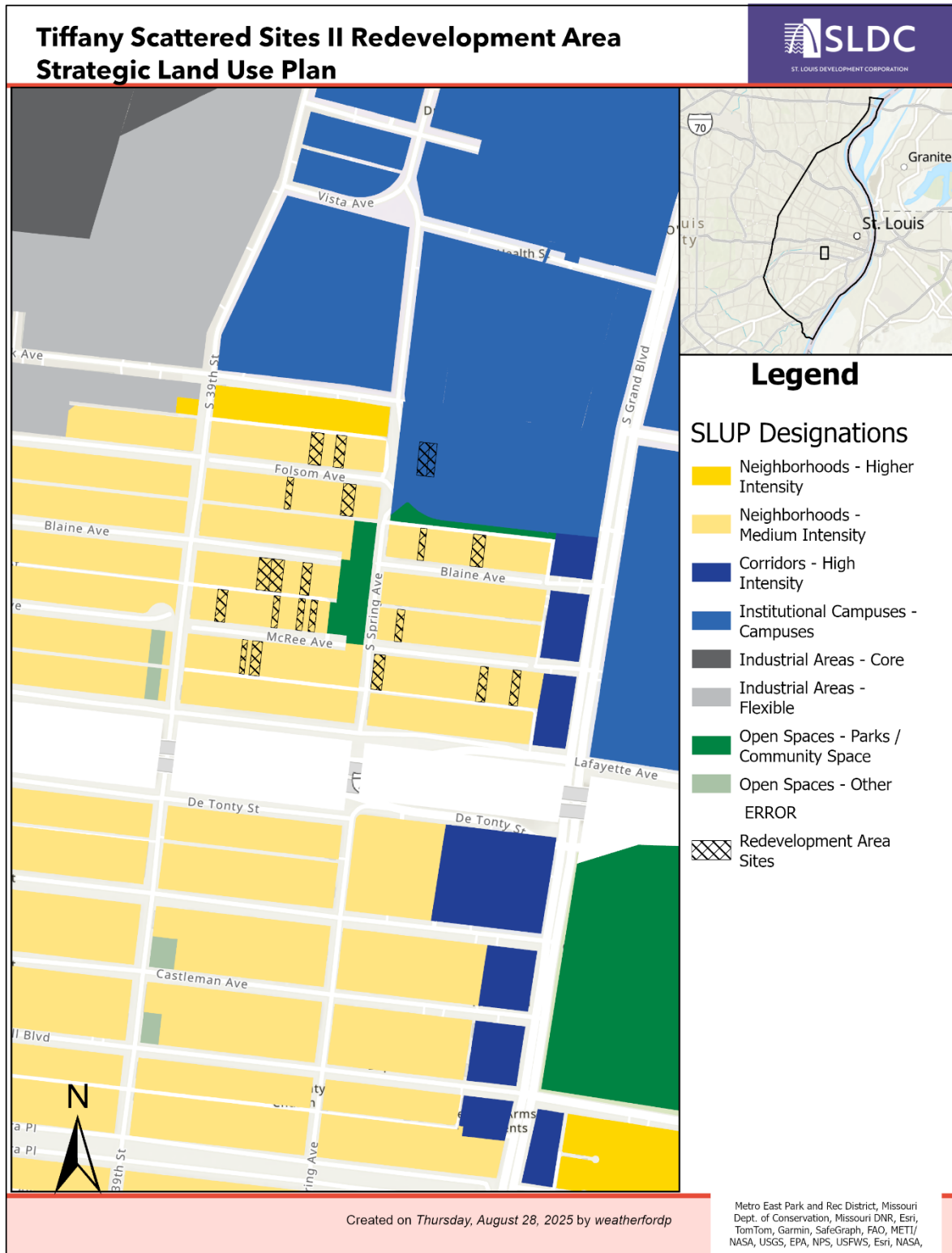
PROJECT AREA – EXISTING LAND USE



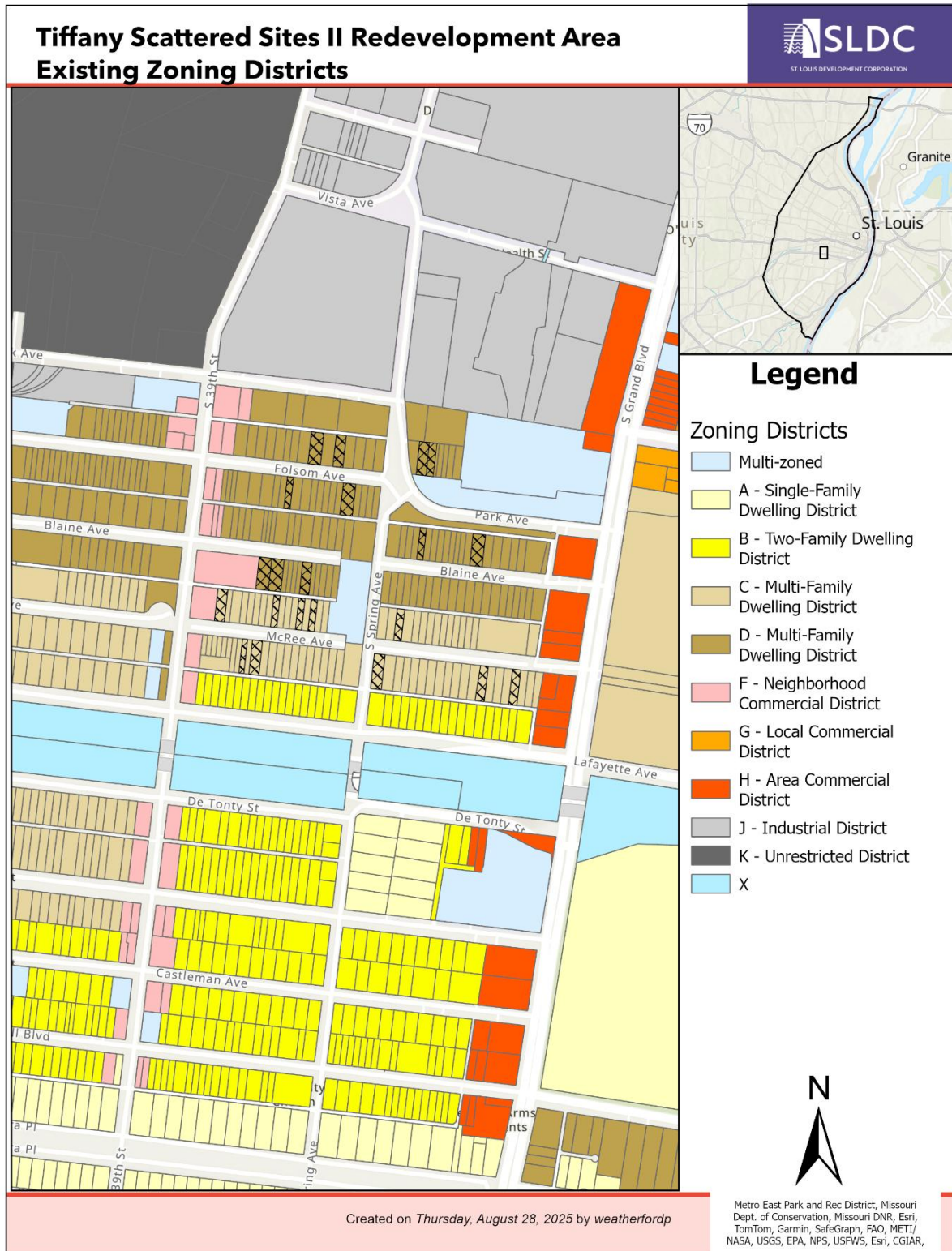
PROJECT AREA – PROPOSED LAND USE



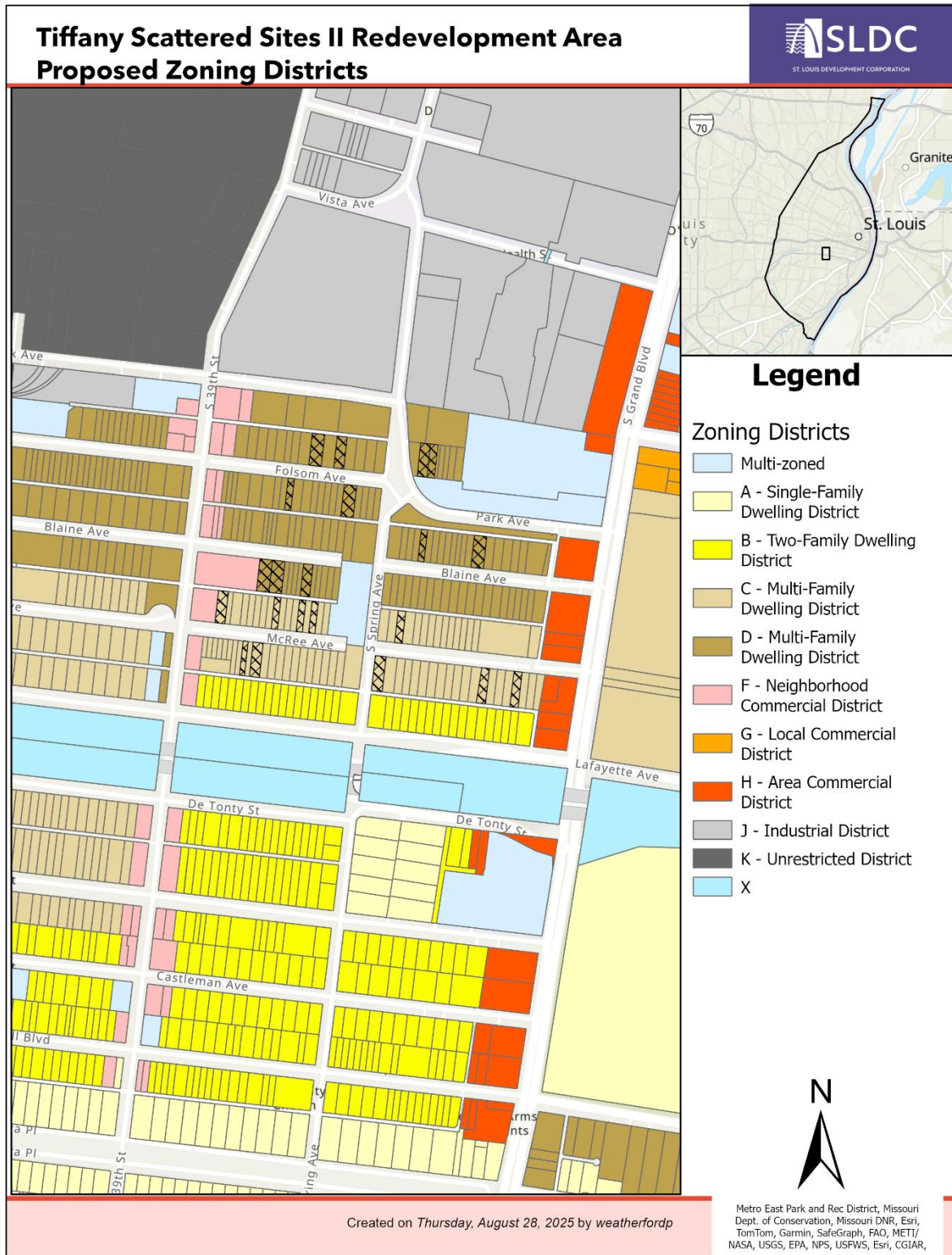
PROJECT AREA – SLUP DESIGNATION



PROJECT AREA – EXISTING ZONING



PROJECT AREA – PROPOSED ZONING



EQUAL OPPORTUNITY AND NON-DISCRIMINATION GUIDELINES

In any contract for work in connection with the redevelopment of any property in the Area, the Redeveloper(s) (which term shall include Redeveloper(s), any designees, successors and assigns thereof, any entity formed to implement the Project of which the Redeveloper(s) is affiliated), its contractors and subcontractors shall comply with all federal, state, and local laws, ordinances, or regulations governing equal opportunity and nondiscrimination (Laws). Moreover, the Redeveloper(s) shall contractually require its contractors and subcontractors, and the contractors and subcontractors of its commercial tenants, to comply with such laws.

The Redeveloper(s) and its contractors will not contract or subcontract with any party known to have been found in violation of any such Laws, ordinances, regulations, or these guidelines.

The Redeveloper(s) shall fully comply with Ordinance Nos. 64927, 70767, and 71094, as may be amended or supplemented, pertaining to minority-owned and women-owned business participation, workforce development, and prevailing wage compliance, to the extent the provisions of those ordinance apply to the Project.

The Redeveloper(s) agree(s) for itself and its successors and assigns, that there shall be covenants to ensure that there shall be no discrimination on the part of the Redeveloper(s), its successors or assigns upon the basis of race, color, familial status, national origin or ancestry, sex, marital status, age, sexual orientation, gender identity or expression, religion, or disability in the sale, lease, rental, use or occupancy of any property, or any improvements erected or to be erected in the Area or any part thereof, and those covenants shall run with the land and shall be enforceable by the LCRA, the City, and the United States of America, as their interest may appear in the Project.

The Redeveloper(s) of non-residential properties shall fully comply (and ensure compliance by “anchor tenants”) with the provisions of St. Louis City Ordinance No. 60275 (First Source Jobs Policy) which is codified in Chapter 3.90 of the Revised Ordinances of the City of St. Louis.

BLIGHTING REPORT

As outlined below, the Area suffers from a multitude of physical and economic deficiencies including, unsanitary and unsafe conditions, deterioration or inadequate site improvements, and conditions which endanger life or property by fire or other causes. The Area is comprised of both occupied and unoccupied residential structures.

As a result of these factors the preponderance of the property in the Area is an economic liability for the City, its residents, and the taxing districts that depend upon it as a source of revenue to provide necessary public services. The physical and economic condition of the property in the Area endangers the health, safety, and general welfare of the public. Therefore, the Area qualifies as a “Blighted Area” as defined in §99.320.3 and §353.020.2 of the Revised Statutes of the Missouri, as amended.

The chart below and the subsequent photographs of site conditions of the Area serve as documentary evidence of the presence of blight within the Area.

Considerations of Blight	Yes	No
Does the Subject Area have insanitary or unsafe conditions? If yes, explain.	X	
Several of the properties in the Area are vacant largely due to deferred maintenance leading to unsafe and unsanitary conditions. Multiple units have extensive water damage from leaks in the roof and/or windows. See include photos.		
Does the Subject Area have deterioration of site conditions? If yes, explain.	X	
Site conditions in the Area have deteriorated to such a degree that several of the structures are experiencing vacancy. See included photos.		
Does the Subject Area have conditions which endanger life or property by fire or other cause? If yes, explain.		X
Does the Subject Area diminish the provision of housing accommodation in its current condition? If yes, explain.	X	
The Area diminishes the provision of housing accommodation in its current condition. Several of the structures have been vacated.		
Does the Subject Area constitute an economic liability? If yes, explain.	X	
Deteriorating site conditions in the Area have led to diminished property values and unproductive use of land.		
Does the Subject Area constitute a social liability? If yes, explain.	X	
Site conditions leading to increased vacancy constitute a social liability in the Area. The properties in the Area are intended to be developed with affordable housing, allowing for economically disadvantaged households to locate with a neighborhood that experiences overall stability and vibrancy. The site conditions in the Area detract from the vibrancy and stability of the Tiffany neighborhood and reduce the opportunity for economically disadvantaged households from locating there.		
Is the Subject Area detrimental to public health, safety, and general welfare because of the dilapidation, deterioration, age, or obsolescence of its structures? If yes, explain.	X	
The Area is detrimental to the public health, safety, and general welfare because of the existing conditions of its structures. The deterioration cause by deferred maintenance and water damage		

has led to an increasing amount of vacancy of the properties in the Area which has a negative impact on the economic and social viability of the Area and the surrounding neighborhood.		
Is the Subject Area detrimental to public health, safety, and general welfare because of a lack of air sanitation and/or open space? If yes, explain.		X
Is the Subject Area detrimental to public health, safety, and general welfare because of overcrowding of buildings or land? If yes, explain.		X



164. Building No. 17 – View of organic growth and mechanical closet in 3825 McRee Avenue.



165. Building No. 17 – View of damaged concrete topping in 3825 McRee Avenue.



166. Building No. 17 – View of 3825 McRee Avenue bathroom.



187. Building No. 21 – View of bowed brick wall at the north side of the building.



188. Building No. 21 – View of damaged wood stairs.



189. Building No. 21 – View of deteriorated paint at porch.



176. Building No. 19 – View of evidence of leak in 3840 McRee Avenue.



177. Building No. 19 – View of moisture damaged wood joists and decking at 3840 McRee Avenue.



174. Building No. 19 – View of deteriorated soffit.



169. Building No. 18 – View of damaged flooring in 3837A McRee Avenue bedroom.



170. Building No. 18 – View of damaged finishes and door hardware, as well as organic growth in 3837A McRee Avenue.



184. Building No. 20 – View of fire damaged wood joists and decking at 3844 McRee Avenue.



178. Building No. 19 – View of evidence of leak in 3840 McRee Avenue.



190. Building No. 22 – View of evidence of moisture intrusion at the roof of 3857 McRee Avenue.



191. Building No. 22 – View of 3857 McRee Avenue ceiling with evidence of moisture intrusion.

SUSTAINABILITY REPORT

One of the primary objectives of the *City of St. Louis Sustainability Plan* (2013) is to “use the City’s limited resources in efficient and innovative ways, and foster revitalization to promote a vibrant, attractive, prosperous and healthy community for present and future generations. To that end, it is the intention of the LCRA of the City of St. Louis to support economic development efforts that furthers the sustainability goals of the City. The following chart represents the ways in which the objectives of this Redevelopment Plan align with selected Functional Categories and Objective of the *City of St. Louis Sustainability Plan*.

I. URBAN CHARACTER, VITALITY AND ECOLOGY		MEETS	DOES NOT MEET	NOT APPLICABLE
<i>Objective A: Support Designated Districts that Focus on Job Creation and Economic Prosperity</i>				
A1	Reinforce the City’s Central Corridor as the dynamic heart of the region.			X
A3	Develop designated areas via incentives for green and technical industries.			X
A4	Increase riverfront development and provide safe public access and associated recreational activity.			X
A5	Provide development incentives to encourage transit-oriented development.			X
<i>Objective B: Develop Healthy, Compact, Transit Served Smart Neighborhoods</i>				
B1	Prioritize infill development to develop thriving compact communities/vibrant mixed-use main streets.		X	
B2	Update local street design standards and implement the Complete Streets Ordinance.			X
B3	Create Citywide and multiple neighborhood-scale mobility plans.			X
B4	Discourage development that reduces transit, bike, and pedestrian activity.		X	
<i>Objective C: Strengthen Use, Access, and Programming of Civic Amenities, Public Spaces, and Streets</i>				
C1	Design public spaces and neighborhood streets as gathering spaces for people.			X
C5	Maintain public spaces and neighborhood streets.			X
<i>Objective D: Support and Increase the City’s Greenspace, Including its Existing Park System and Urban Tree Canopy</i>				
D7	Expand the City’s urban tree canopy.	X		
<i>Objective E: Promote Urban Conservation and Revitalization of the City’s Unique Biodiversity and Natural Resources</i>				
E1	Celebrate and increase activity along the Mississippi Riverfront.			X
E2	Remove/change infrastructure to improve riverfront access.			X
<i>Objective F: Preserve the City’s Historically and Architecturally Significant Districts, Buildings, Landmarks, and Landscapes</i>				

F1	Preserve and reuse buildings as a means of achieving sustainability.	X		
F2	Continue to integrate preservation into the planning and building approval process.	X		
F4	Protect historic residential and commercial properties vulnerable to foreclosure, tax forfeiture, or demolition.	X		
F5	Promote the redevelopment of historic homes and commercial properties.	X		
<i>Objective G: Increase Access to Affordable Housing in Neighborhoods with Access to Transit and Amenities</i>				
G1	Develop affordable housing in concert with long-range transit and economic development planning.	X		
G2	Encourage mixed income/use affordable housing in high amenity neighborhoods.	X		
G4	Integrate low-income housing into market-rate and mixed-use developments.		X	
G6	Experiment with new ways to raise funds and create partnerships to build sustainable and affordable housing.	X		
G8	Offer housing that is energy efficient and environmentally sustainable.	X		
<i>Objective H: Encourage Creative, Smart, and Sustainable Uses for Under-Utilized Land and Buildings</i>				
H4	Continue to remove site contamination and promote brownfields redevelopment.	X		
<i>Objective I: Build a Vibrant, Community-Based Urban Agriculture Industry</i>				
I4	Ensure urban agriculture is a profitable, viable enterprise.			X
<i>Objective J: Facilitate Place-Based, Integrated Sustainability Planning</i>				
J4	Preserve neighborhood residential areas, and commercial and mixed uses on corners and major urban corridors.	X		
J5	Increase the effectiveness of major commercial corridors.			X
J6	Develop codes for transit-oriented development districts.			X
II. ARTS, CULTURE AND INNOVATION		MEETS	DOES NOT MEET	NOT APPLICABLE
<i>Objective A: Utilize the Arts, Culture, Design, Creative, and Innovation Industries for Economic and Community Development</i>				
A4	Encourage the development of affordable artist housing, studios and venues.			X
A5	Diversify the City's range of arts, creative, and innovation industries.			X
<i>Objective C: Develop Multi-Use, Transit Accessible Arts and Cultural Districts</i>				
C2	Facilitate development of arts, culture, and innovation TODs.			X
C5	Target developing arts and cultural districts for streetscape and public space improvements.			X

Exhibit J-2

<i>Objective E: Encourage Public Art and Design that Builds Vibrancy and Identity</i>				
E1	Use distinctive public art, architecture, landscape, and streetscape to build City and neighborhood identity.			X
<i>Objective F: Promote and Develop Arts, Cultural, and Innovation Facilities, Resources, and Events</i>				
F1	Revitalize existing, and develop new, arts and cultural facilities.			X
III. EMPOWERMENT, DIVERSITY AND EQUITY		MEETS	DOES NOT MEET	NOT APPLICABLE
<i>Objective E: Reduce Homelessness, and Support Low Income Families and the Unemployed</i>				
E4	Expand the capacity to create additional affordable housing units.	X		
E5	Create pathways for qualified low-income families to become homeowners.			X
<i>Objective F: Ensure Equal Access to Amenities, Business Opportunities, Transportation, and Safe and Healthy Neighborhoods</i>				
F1	Address blighting and environmental health hazards.	X		
F6	Ensure the application of universal design and accessibility codes.	X		
IV. HEALTH, WELL-BEING, AND SAFETY		MEETS	DOES NOT MEET	NOT APPLICABLE
<i>Objective A: Advance Positive Behavior, Nonviolent Conflict Resolution, and Crime Prevention</i>				
A5	Plan and design buildings, spaces, and environments for safety.	X		
<i>Objective B: Reduce Toxins in the Environment</i>				
B5	Reduce exposures of lead-based paint poisoning and remediate lead-based paint hazards.	X		
<i>Objective C: Increase Access to Healthy, Local Food, and Nutritional Information</i>				
C1	Eliminate food deserts and improve access to fresh produce.			X
C3	Support urban agriculture opportunities in the City.			X
<i>Objective D: Encourage Physical Activity, Fitness, and Recreation</i>				
D4	Design buildings to encourage physical activity.			X
V. INFRASTRUCTURE, FACILITIES AND TRANSPORTATION		MEETS	DOES NOT MEET	NOT APPLICABLE
<i>Objective A: Facilitate Affordable, Efficient, Convenient, Accessible Safe, and Healthy Transport of People and Goods</i>				
A1	Advance the City of St. Louis as a transportation hub.			X
A2	Encourage transit-oriented development.		X	
<i>Objective E: Manage Stormwater and Wastewater to Protect and Enhance Property and Natural Space</i>				
E3	Use pilot projects to explore ways to achieve net zero stormwater discharge.			X
<i>Objective G: Advance Health and Resource Efficiency in Buildings</i>				

G2	Strive for the highest levels of energy efficiency and maximize the deployment of clean energy solutions in buildings.	X		
G3	Ensure building and site development integrates with natural site ecology.	X		
G4	Advance the use of high efficiency building related water systems and technologies.	X		
G5	Encourage re-use of materials and divert waste from landfills.	X		
G6	Provide healthy interior environments in commercial and public buildings.			X
VI. PROSPERITY, OPPORTUNITY AND EMPLOYMENT		MEETS	DOES NOT MEET	NOT APPLICABLE
<i>Objective B: Market the City's Assets and Special Competencies</i>				
B1	Increase the inventory and availability of business and industrial real estate through environmental cleanup and land assembly.			X
B2	Encourage small scale redevelopment with economic incentives.	X		
B4	Leverage the Mississippi River as an inexpensive transportation, drinking water, and recreation resource.			X
<i>Objective C: Nurture Innovation in Business, Government, and Philanthropy</i>				
C3	Focus on small and local businesses as a key part of the City economy.			X
C4	Reuse existing buildings for inexpensive incubation of entrepreneurial ideas.			X
<i>Objective D: Maximize Economic Productivity by Enhancing Neighborhood Quality of Life</i>				
D1	Pursue transit-oriented development at MetroLink stations and major bus nodes to encourage more walking and fewer carbon emissions.			X
D5	Market and encourage living within the City of St. Louis for recent college graduates.			X
<i>Objective E: Redevelop Real Estate Using Sustainability Practices</i>				
E3	Promote flexible development approaches by developers, landowners, and business firms.	X		
E4	Direct new commercial and mixed-use development to designated corridors and districts that demonstrate appropriate market support and localized leadership.			X
<i>Objective G: Strategically Invest in Forward-Thinking Ideas</i>				
G3	Foster innovation.			X

BOARD BILL NUMBER 47 FISCAL NOTE

Preparer's Name Zachary Wilson

Phone Number or Email Address (will be available publicly) wilsonz@stlouis-mo.gov

Bill Sponsors Alderwoman Sonnier

Bill Synopsis:	This Board Bill seeks to approve a Chapter 99 Redevelopment Plan and Blighting Study for the Tiffany Scattered Sites II Redevelopment Area. The project consists of the renovation of 21 buildings in the Tiffany Neighborhood. The prospective redeveloper is producing 60 affordable units ranging from 1-3 bedrooms, at the cost of \$15.4 million. The redeveloper plans to utilize LIHTC, other public and private funds for this project. The financial model concludes that the project supports fifteen (15) years of tax abatement (10 years based on 90% of the assessed value of the incremental improvements and followed by 5 years based on 50% of the assessed value of the incremental improvements).
Type of Impact:	None this year.
Agencies Affected:	None

SECTION A

Does this resolution authorize:

- An expansion of services which entails additional costs beyond that approved in the current adopted city budget? ☐ Yes ☒ No.
- An undertaking of a new service for which no funding is provided in the current adopted city budget? ☐ Yes ☒ No.
- A commitment of city funding in the future under certain specified conditions? ☐ Yes ☒ No.
- An issuance of bonds, notes and lease-purchase agreements which may require additional funding beyond that approved in the current adopted city budget? ☐ Yes ☒ No.

- An execution or initiation of an activity as a result of federal or state mandates or requirements? _____Yes __X__No.
- A capital improvement project that increases operating costs over the current adopted city budget? _____Yes __X__No.
- A capital improvement project that requires funding not approved in the current adopted city budget or that will require funding in future years? _____Yes __X__No.

If the answer is yes to any of the above questions, then a fiscal note must be attached to the board bill. Complete Section B of the form below.

SECTION B

- Does the bill require the construction of any new physical facilities? _____Yes _____No.
 - If yes, describe the facilities and provide the estimated cost:

- Is the bill estimated to have a direct fiscal impact on any city department or office? _____Yes _____No.
 - If yes, explain the impact and the estimated cost:

- Does the bill create a program or administrative subdivision? _____Yes _____No.
 - If yes, then is there a similar existing program or administrative subdivision? _____Yes _____No.
 - If yes, explain the how the proposed programs or administrative subdivisions may overlap:

- Describe the annual operating, equipment, and maintenance costs that would result from the proposed bill, as well as any funding sources:

Complete the chart below to list the total estimated expenditures required of the City resulting from the proposed board bill and any estimated savings or additional revenue.

Financial Estimate of Impact on General Fund			
Fiscal Impact	<u>Year 1 (current)</u>	<u>Year 2</u>	<u>Year 3</u>
Additional Expenditures	NA	NA	NA
Additional Revenue	NA	NA	NA
Net	NA	NA	NA
Financial Estimate of Impact on Special Funds			
Fiscal Impact	<u>Year 1 (current)</u>	<u>Year 2</u>	<u>Year 3</u>
Additional Expenditures	NA	NA	NA
Additional Revenue	NA	NA	NA
Net	NA	NA	NA

- Describe any assumptions used in preparing this fiscal note:
 NA- No expenditures will occur with this bill _____

- List any sources of information (including any City officials, agencies, or departments) used in preparing this fiscal note:
 _____SLDC_____

- Have the financial estimates of this bill been verified by the City Budget Division?
 _____Yes _____No. X
 - If yes, by whom? _____.

Revenue Impacts for the City	10-Year	15-Year	20-Year
Net Revenue to the City	\$ 235,460	\$ 374,218	\$ 531,031
Baseline Revenue (If No Project)	\$ 64,359	\$ 96,539	\$ 128,719
New Revenue to City	\$ 171,100	\$ 277,679	\$ 402,312

* City Revenue projections excludes utility tax estimates.

Revenue Impacts for the School District	10-Year	15-Year	20-Year
Net Revenue to the School District	\$ 204,763	\$ 330,465	\$ 480,082
Baseline Revenue (If No Project)	\$ 192,970	\$ 289,455	\$ 385,940
New Revenue to School District	\$ 11,793	\$ 41,010	\$ 94,142

Revenue Impacts for Other Taxing District	10-Year	15-Year	20-Year
Net Revenue to Other Taxing Districts	\$ 69,088	\$ 111,500	\$ 161,981
Baseline Revenue (If No Project)	\$ 65,109	\$ 97,663	\$ 130,217
New Revenue to School District	\$ 3,979	\$ 13,837	\$ 31,764

Summary
Board Bill Number 48
Alderwoman Anne Schweitzer
June 18, 2026

An ordinance entitled “Data Center Environmental Impact Monitoring”; the purpose of this ordinance is to establish a mandatory environmental monitoring and reporting program for data center buildings.

BOARD BILL NUMBER 48 INTRODUCED BY ALDERWOMAN ANNE SCHWEITZER

An ordinance entitled “Data Center Environmental Impact Monitoring”; the purpose of this ordinance is to establish a mandatory environmental monitoring and reporting program for data center buildings; containing a severability clause.

WHEREAS, the city desires to assess data centers' performance through information and transparency, in order to inform of opportunities to reduce and mitigate the environmental impact from their use to preserve the health, safety, and general welfare of the public; and

WHEREAS, the City seeks for data centers to provide information to all relevant enforcement agencies, especially but not limited to enforcing the Public Impact Agreement, Community Benefits Agreements, conditions placed on such data centers by a Conditional Use Permit, or other city law or fee; and

WHEREAS, data centers have previously been exempt from building performance monitoring requirements and the City has a timely need to understand the holistic impact of data centers on residents, infrastructure, and environmental quality.

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

That by and through this ordinance entitled “Data Center Environmental Impact Monitoring”, this Board seeks to establish that verified energy consumption, water usage, e-waste generation, air emissions, noise emissions, use of generators, heat impact reports, and hazardous material management reports are required for data center buildings or similar uses within its jurisdiction, as follows:

SECTION ONE. Purpose and Policy

The purpose of this ordinance is to collect data to support enforcement, inform future policy refinement and standards that can further mitigate environmental impacts of Data Centers

1 and associated uses, and track actual energy usage and environmental impacts to understand the
2 impact Data Centers have on the health and welfare of the citizens of St. Louis and on the City's
3 adopted climate goals.

4 **SECTION TWO. Definitions**

5 Unless the context specifically indicates otherwise, the meaning of terms used in this
6 Chapter shall be as follows:

7 (a) "Air emissions reporting" means the Clean Air Act required reporting of backup or
8 emergency generators for data center buildings to the Missouri Department of Natural Resources
9 ("MoDNR").

10 (b) "Energy & Water Usage" means the total energy and water used by a property for the
11 previous calendar year and other descriptive information for such property as required by the
12 benchmarking tool. Total energy and water consumption shall not include separately metered
13 uses that are not integral to the data center building operations as an office, or retail space
14 determined by the *Commissioner*.

15 (c) "Benchmarking submission" means energy and water usage, e-waste management, air
16 emissions, noise emissions, heat impact reports, and hazardous material management reports
17 submitted to the Commissioner, on an annual basis as set forth herein, evidencing the data
18 center's compliance with the benchmark mandate and includes the required reported
19 benchmarking information for the applicable year.

20 (d) "Benchmarking tool" means the U.S. Environmental Protection Agency's ENERGY
21 STAR Portfolio Manager to measure and track energy, water, and waste use of properties. The
22 Building Commissioner can approve an alternative system or tool.

(d) “Commissioner” means the City of St. Louis Building Division Building Commissioner, or the Commissioner’s designee.

(e) “Data Center” means a facility used primarily for the storage, management, processing and transmission of digital data and that houses computer or network equipment, systems, servers, appliances and other associated components related to digital data storage, processing, and related operations. Data center uses include data storage facilities, server farms, artificial intelligence training or processing, image processing, cloud computing, email servicing and similar uses. A Data Center may be a primary or secondary use.

(f) “Data Center, Major” means a data center with a Maximum Power Demand of 30 megawatts or more.

(g) “Data Center, Micro” means a data center with a square footage less than 10,000 gross square feet and Maximum Power Demand less than 5 megawatts.

(h) “Data Center, Standard” means a data center with a square footage of more than 10,000 gross square feet or Maximum Power Demand of more than 5 megawatts but less than 30 megawatts.

(i) “Data Center PUE” means a metric of Data Center infrastructure efficiency, representing the amount of energy that is needed per unit delivered to IT equipment. It is computed as the total annual source energy divided by the annual IT source energy. It is calculated by ENERGY STAR Portfolio Manager or an alternative system or tool approved by the Commissioner.

(j) “Data Center UPS” means the amount of IT energy measured from all Uninterruptible Power Supply (UPS) Output meters at the property. An UPS Output Meter is required to be

1 created and energy input into ESPM. It is a vital measurement point used to calculate PUE and
2 monitor facility energy efficiency.

3 (k) “Renewable Energy” means energy derived from wind, solar, geothermal, or other
4 non-depleting sources of renewable energy.

5 (l) “Energy” means electricity, natural gas, fuel oil, diesel, kerosene, propane, district
6 steam, district chilled water, coal, coke, wood or other energy for the subject property
7 sold by a utility to a customer of a data center, or on-site generation, for purposes of providing
8 heating, cooling, lighting, water heating, or for powering or fueling compute systems or other
9 end-uses captured by the ENERGY STAR Portfolio Manager.

10 (m) “ENERGY STAR Portfolio Manager” means the tool developed and maintained by
11 the U.S. Environmental Protection Agency to track and assess the relative energy performance of
12 buildings nationwide. An alternative system or tool may be approved by the Commissioner.

13 (n) “E-waste” means all discarded, obsolete or end-of-life electrical and electronic
14 equipment included, but not limited to, server and compute equipment, storage systems,
15 networking equipment, power infrastructure, and cooling and supporting units.

16 (o) “Gross floor area” means the total property square footage, as measured between the
17 exterior walls of the building(s). This includes all finished areas inside the building(s) including
18 supporting areas.

19 (p) “Maximum Power Demand” means the maximum energy draw that specific facility
20 may use for critical IT and building systems and equipment, as set by a single agreement with an
21 electric service provider.

22 (q) “MoDNR” means Missouri Department of Natural Resources.

1 (r) “Office of Building Performance” is the office within the Building Division. The
2 mission of this office is to oversee the implementation, compliance and enforcement of existing
3 Building Energy Awareness ordinance (70474), the Building Energy Performance Standards
4 ordinance (71132), this and any future ordinances related to building energy performance and
5 improvement.

6 (s) “Owner” means any of the following:

- 7 1. An individual or entity possessing title to a subject property; or
- 8 2. The net lessee in the case of a property subject to a triple net lease; or
- 9 3. An agent authorized, in writing on file with the commissioner, to act on behalf of
10 any of the above.

11 (t) “Person” means any individual, partnership, co-partnership, firm, company,
12 corporation, association, joint stock company, trust, estate, governmental entity or any other
13 legal entity, or their legal representatives, agents or assignees. This definition includes all
14 federal, state or local governmental entities.

15 (u) “Reporting platform” means the specialized software platform where the owner
16 reports air emissions, noise emissions, heat impact and hazardous material management reports
17 to the Office of Building Performance. The platform is approved by the Commissioner and can
18 be changed to an alternative tool or system.

19 (v) “Site energy use intensity (EUI)” means the site energy use divided by the gross floor
20 area of the property as calculated by ENERGY STAR Portfolio Manager or an alternative system
21 or tool approved by the Commissioner.

22 (w) “Tenant” means a person occupying or holding possession of a data center, or part of
23 a data center, pursuant to a rental or lease agreement.

1 (x) “Triple Net Lease” A lease agreement on a property that designates the lessee or
2 tenant as being solely responsible for all real estate taxes, building insurance, and maintenance
3 on the property in addition to any customary fees that are expected under the lease agreement,
4 including, but not limited to, rent and utility fees or payments.

5 (y) “Water Use Effectiveness” means a metric calculated by the total volume of water
6 consumed by the total energy used by IT equipment. It measures how efficiently water is used
7 for cooling.

8 (z) “Water Use Intensity” means a metric calculated by dividing the total water consumed
9 by the building in one year by the total gross floor area of the building in gallons per square foot.
10 It is calculated by ENERGY STAR Portfolio Manager or an alternative system or tool approved
11 by the Commissioner.

12 (aa) “Weather normalized site energy” means the energy a property would have
13 consumed during 15-year average weather conditions as calculated by ENERGY STAR Portfolio
14 Manager or an alternative system or tool approved by the Commissioner. Weather normalized
15 site energy is a reporting metric that requires twelve (12) monthly energy use entries for utilities.
16 Water usage is allowed to be entered quarterly as billed in the city of St. Louis.

17 (bb) “Utility Provider” shall have the same meaning as prescribed to “Public Utility” in
18 section 67.1830(9) of the Revised Statutes of the State of Missouri.

19 (cc) “Server Room” shall mean an accessory facility with less than 1 megawatt in
20 Maximum Power Demand that supports routine functions of the primary use.

21 **SECTION THREE. Applicability**

22 This Chapter shall apply to Data Center buildings of Five Thousand (5,000) square feet or above,
23 excluding any server room incidental to the primary use of the building, within the City of St.

Louis. For the purposes of the Chapter any facility classified as a Data Center owned by the State of Missouri or by the federal government.

SECTION FOUR. Benchmarking and Benchmarking Submission Required

The following section promulgates the timeline for submission of existing and new data centers and other subject properties and additionally provides for the information required in the annual submission. Nothing in this Chapter shall be construed as to prevent an owner of a building not occupied by a data center from voluntarily submitting benchmarking information to the Commissioner in accordance with this Chapter. The Commissioner may enter into agreements with any such persons governing any such participation.

A. Submission Timeline

Every owner shall annually provide their complete benchmarking submission for each subject building on the reporting platform or as established by the Commissioner's rule, by the date specified below:

- i) The benchmarking submission is required no later than ninety (90) days from the effective date of this ordinance. Owner of existing subject property must start reporting for the calendar year 2025.
- ii) Every owner of a new subject property must start benchmarking submission beginning on the first day of operations. The benchmarking submission is due by May 1st for the previous calendar year.
- iii) Every owner must annually submit a benchmarking report by May 1st for the previous calendar year. The annual benchmarking submission shall be required even if the subject property was not in operation for the full calendar year.

- 1 iv) Where the current owner may learn that any information reported as part of a
2 benchmarking submission is inaccurate or incomplete, the information so reported
3 shall be amended in the benchmarking tool by the owner and the owner shall
4 provide an updated benchmarking submission to the Office of Building
5 Performance within thirty (30) days of learning of the inaccuracy.

6 B. Reporting Requirements

- 7 a. The annual report must contain the following information:
- 8 i. Building ID, as assigned by the Office of Building Performance;
- 9 ii. Building Address and contact information including the name, phone
10 number, email address, and mailing address of the owner or agent as
11 defined in this ordinance. For the purposes of this ordinance a Post Office
12 box shall not be an acceptable mailing address;
- 13 iii. Primary Property Type(s); and
- 14 iv. Gross Floor Area(s);
- 15 v. UPS Output Meter
- 16 vi. Output information (generated by ENERGY STAR Portfolio Manager),
17 limited to the following:
- 18 vii. Weather Normalized Site and Source Energy Use Intensity (Site EUI &
19 Source EUI);
- 20 viii. PUE;
- 21 ix. Water Use Effectiveness and Water Use Intensity;
- 22 x. Direct and Indirect Greenhouse Gas Emissions;
- 23 xi. Indoor and Outdoor Water Use;

1 xii. Data Accuracy.

2 b. Energy consumption, water usage and e-waste generation shall be input monthly
3 to the reporting platform.

4 i. Owners of subject properties must furnish to the Office of Building
5 Performance annually documentation of an active contract with a certified
6 e-water recycling company.

7 c. A copy of all air emission reports, containing backup and emergency generators
8 use and testing, submitted to MoDNR for the previous calendar year shall be
9 submitted on the reporting platform. For Backup Generators Certificates of
10 Conformity demonstrating Tier 4 / NSPS Subpart IIII requirements (if diesel), or
11 the equivalent level of certification (if not diesel), of all equipment shall be
12 provided to the Office of Building Performance annually prior to any testing for
13 said calendar year.

14 d. Copy of EPCRA Tier II report submissions for hazardous material storage of
15 diesel fuel and lead-acid batteries classified as hazardous, submitted to the State
16 Emergency Response Commission for the previous calendar year.

17 e. Maximum Power Demand. The data center owner is responsible for reporting
18 their maximum power demand to the Office of Building Performance within
19 thirty (30) days after an agreement with the electric service provider is valid. The
20 owner must notify the Office of Building Performance of any changes within
21 thirty (30) days of the change.

22 C. Reporting Extensions and Exemptions

1 Any exemption granted shall be limited to the benchmarking submission for which the
2 request was made and shall not extend to past or future submittals. Any owner requesting
3 such an extension or exemption shall provide the Commissioner any and all documentation
4 requested to substantiate the request or otherwise assist the Commissioner in the extension or
5 exemption determination.

6 a. The Commissioner may grant an extension of the benchmarking submission date
7 to the owner of a data center that submits a request, together with documentation,
8 in a form prescribed by the Commissioner's rule, at least thirty (30) days prior to
9 any benchmarking submission deadline. Any extension granted shall be limited to
10 the benchmarking submission for which the request was made and shall not
11 extend to past or future submittals.

12 b. The Commissioner may grant an exemption of the benchmarking submission
13 requirement to the owner of a data center that submits a request, together with
14 documentation, in a form prescribed by the Commissioner's rule least thirty (30)
15 days prior to any benchmarking submission deadline, establishing any of the
16 following criteria:

17 i. A demolition permit was issued during the prior calendar year, provided
18 that demolition work has commenced and energy-related systems have
19 been significantly compromised.

20 **SECTION FIVE. Mandatory Data Verification**

21 The third-party verification from a qualified verifier (Data Verifier) is required to validate
22 the reported Benchmarking submission data to determine compliance.

1 (a) Data Verification reporting deadline is June 1st for the previous calendar year, one (1)
2 month after the May 1st deadline for the benchmarking report submission. Data Verification may
3 be submitted at the same time as the annual benchmarking report.

4 (b) Data Verification is mandatory for each calendar year of benchmarking energy, water
5 usage and all waste disposal, including e-waste.

6 (c) Data Verifier must be a third-party. Data Verifier cannot be a building owner or
7 employee of the building owner. Data Verifier cannot be the building owner's designee
8 (Benchmarking services company), or an employee of that designee, who prepared or submitted
9 information in ESPM for that particular year needing to be verified.

10 (d) The Office of Building Performance shall establish a data verification procedure and
11 publish it on the city's website.

12 **SECTION FOUR. Transparency and Publishing data center information**

13 In order for the city to achieve transparency the Building Division commits to the following
14 reporting requirements and transparency measures.

15 A. Annual Report: By December 31st, a summary report of the previous calendar year on
16 the benchmarking of data centers, summary energy and water consumption, waste and
17 noise generation, statistics and trends observed, including an assessment of changes
18 across the data center portfolio over time, if applicable. The commissioner's summary
19 report, mandated by this subsection, will include a data center's metrics, which could be
20 PUE or any other metrics.

21 B. Violation Reporting: The Commissioner upon verifying the initial findings of a data
22 center violation shall within forty-eight (48) hours post to the city's website a preliminary
23 report, to contain the following information:

- a. The alleged violation;
- b. Investigation or Enforcement Status;
- c. Appeals Process;
- d. Other information deemed necessary or otherwise relevant by the Commissioner.

C. All reported benchmarking information and reports on a data center obtained from any benchmarking submittal, shall be available to the public, without restriction, unless the owner specifically requests confidentiality and is able to demonstrate to the satisfaction of the Commissioner that the release of such information would divulge confidential information that is otherwise protected from disclosure by law. Any such request shall state, with specificity, the source of law giving rise to the purported disclosure protection.

D. The city may provide non-anonymized data from benchmarking submissions to any utility provider serving a covered building or to any federal, state, or city-managed energy efficiency program.

E. The city may disclose non-anonymized data from benchmarking submissions to a third party for academic or other non-commercial research purposes.

F. The city may publish non-anonymized data from benchmarking submissions for academic or other research purposes.

SECTION SIX. Maintenance of Records

(a) Owners of the data center shall maintain all records that are necessary for demonstrating compliance with this article, including but not limited to, the energy, water bills, waste records, noise, heat monitoring and any reports or forms received from tenants, utilities, or state and federal agencies. All such records shall be preserved for a period of four

1 years from the applicable submission date. At the request of the Commissioner, such
2 records shall be made available for inspection and audit by the Commissioner.

3 (b) When a data center changes ownership, the previous owner shall provide the new owner
4 all information for the months of the calendar year being benchmarked during the time
5 the previous owner was still in possession of the property. If the previous owner fails to
6 provide all necessary information and documents, they are subject to penalties by the
7 Commissioner.

8 **SECTION SEVEN. Noise Monitoring requirements** (Use from Data Centers Resolution draft)

9 (a) Not be issued a nuisance letter by the Health Commissioner, and shall maintain compliance
10 with the City noise ordinance 68130 (Chapter 15.51 of the City's Revised Code of Ordinances),

11 (b) Standard Data Centers and Major Data Centers shall annually provide to the Health
12 Commissioner a third-party report, created by an entity acceptable to the Commissioner, of noise
13 emissions including baseline dBA, dBC, nighttime hours, daytime hours, and during backup
14 generation use to verify compliance with relevant standards. The first annual report shall occur
15 within thirty (30) days of the commencement of operation. Readings should be taken at the
16 parcel line of all joining parcels or parcels directly across a street or alley from the parcel
17 containing the data center. The report shall include levels of low-frequency sounds emanating
18 from the site.

19 (c) Failure to comply with these requirements could risk revocation of an occupancy permit.

20 (d) Owners may apply for a variance is baseline measurements, as measured from the parcel line,
21 are out of compliance with relevant ordinances. And shall work with the Office of Building
22 Performance and Health Department to show appropriate documentation and cause necessitating
23 a variance.

1 **SECTION EIGHT. Violations and Enforcement**

2 Any person who fails to comply with any benchmarking information submittal
3 requirement mandated by this Chapter or misrepresents any material fact in a document or report
4 prepared as required by this Chapter shall result in the following:

5 (1) A written warning shall be issued by the Commissioner to any owner who fails to submit any
6 required reports. Such warning letter shall be effective on the date of issuance and shall be
7 mailed to the owner's last known address as determined by city record. It is the Owner's, or
8 previous Owner's responsibility to notify the Commissioner of change of address and/or change
9 of ownership.

10 (2) In the event required reporting is not completed within sixty (60) days of the date the written
11 warning is issued, said failure shall constitute an offense and shall be punishable, upon
12 conviction, a fine not less than one dollar nor more than five hundred dollars. Each day failure to
13 report continues shall constitute a separate offense.

14 (3) Additional available remedies. If any person violates the provisions of this article, the City
15 Counselor's Office may initiate an action for legal or equitable relief in any court with
16 appropriate jurisdiction. A petition for legal or equitable relief shall not be a bar against, or a
17 prerequisite for, taking any other action against any person.

18 (4) Nonexclusively. The remedies provided for in this article are not exclusive. The
19 Commissioner may take any, all, or combination of these actions, or any other action available at
20 law, against any person.

21 **SECTION NINE. Rules**

22 The Commissioner may promulgate such rules as are necessary to carry out the provisions of this
23 Chapter.

1 **SECTION TEN. Severability.**

2 If any section, subsection, sentence, clause, phrase or other portion of this article is for any
3 reason declared unconstitutional or invalid, in whole or in part, by any court of competent
4 jurisdiction, such portion shall be deemed severable, and such unconstitutionality or invalidity
5 shall not affect the validity of the remaining portions of this article, which remaining portions
6 shall continue in full force and effect.

FISCAL NOTE BOARD BILL NUMBER 48

Preparer's Name Cheryl Campbell

Phone Number or Email Address (will be available publicly) campbellch@stlouis-mo.gov

Bill Sponsor Alderwoman Anne Schweitzer

Bill Synopsis:	<i>This Board Bill establishes a mandatory environmental monitoring, reporting, verification, and enforcement program for qualifying data centers within the City of St. Louis. The ordinance requires annual reporting of energy and water usage, e-waste management, air emissions, hazardous materials, and other environmental performance metrics; establishes public transparency, recordkeeping, and enforcement requirements; and authorizes administration by the Office of Building Performance.</i>
Type of Impact:	<i>General Fund</i>
Agencies Affected:	<i>Office of Building Performance Building Division</i>

SECTION A

Does this bill authorize:

- An expansion of services which entails additional costs beyond that approved in the current adopted city budget? X Yes No
- An undertaking of a new service for which no funding is provided in the current adopted city budget? X Yes No
- A commitment of city funding in the future under certain specified conditions? X Yes No
- An issuance of bonds, notes and lease-purchase agreements which may require additional funding beyond that approved in the current adopted city budget? Yes X No

- An execution or initiation of an activity as a result of federal or state mandates or requirements?
____ Yes ____ X No
- A capital improvement project that increases operating costs over the current adopted city budget?
____ Yes ____ X No
- A capital improvement project that requires funding not approved in the current adopted city budget or that will require funding in future years?
____ Yes ____ X No

If the answer is yes to any of the above questions, then a fiscal note must be attached to the board bill. Complete Section B of the form below.

SECTION B

- Does the bill require the construction of any new physical facilities? ____ Yes ____ X No
 - If yes, describe the facilities and provide the estimated cost:

- Is the bill estimated to have a direct fiscal impact on any city department or office?
____ X Yes ____ No
 - If yes, explain the impact and the estimated cost:

Implementation of the ordinance is expected to require one additional Government Services Analyst (Grade 16G) within the Office of Building Performance to oversee compliance, enforcement activities, and coordination with data center operators. Estimated implementation costs include an annual starting salary of \$59,956 and a one-time computer/workstation cost of \$3,000, for an estimated first-year fiscal impact of \$62,956. No additional software, consulting services, BEAM contract modifications, or other implementation costs have been identified at this time.

- Does the bill create a program or administrative subdivision? ____ Yes ____ X No
 - If yes, then is there a similar existing program or administrative subdivision?
____ Yes ____ No
 - If yes, explain the how the proposed programs or administrative subdivisions may overlap:

- Describe the annual operating, equipment, and maintenance costs that would result from the proposed bill, as well as any funding sources:

Annual operating costs are expected to include the salary for one Government Services Analyst position, estimated at \$59,956 annually. One-time implementation costs include approximately \$3,000 for a computer/workstation. No additional software, consulting services, BEAM contract modifications, or other implementation costs have been identified at this time. Funding for these costs would be dependent upon future General Fund appropriations approved through the annual budget process by the Board of Estimate and Apportionment and the Board of Aldermen.

Complete the chart below to list the total estimated expenditures required of the City resulting from the proposed board bill and any estimated savings or additional revenue.

Financial Estimate of Impact on General Fund			
Fiscal Impact	<u>Year 1 (current)</u>	<u>Year 2</u>	<u>Year 3</u>
Additional Expenditures	\$62,956	\$59,956	\$59,956
Additional Revenue	\$0	\$0	\$0
Net	(\$62,956)	(\$59,956)	(\$59,956)
Financial Estimate of Impact on Special Funds			
Fiscal Impact	<u>Year 1 (current)</u>	<u>Year 2</u>	<u>Year 3</u>
Additional Expenditures	\$0	\$0	\$0
Additional Revenue	\$0	\$0	\$0
Net	\$0	\$0	\$0

- Describe any assumptions used in preparing this fiscal note:

This fiscal note was prepared based on review of the Board Bill language and the June 8, 2026 implementation cost memorandum provided by the Office of Building Performance. The fiscal estimates reflect the implementation costs identified by the department and assume no additional software, consulting services, BEAM contract modifications, or other implementation costs beyond those identified in the memorandum.

- List any sources of information (including any City officials, agencies, or departments) used in preparing this fiscal note:

- *Board Bill – Data Centers Environmental Impact Monitoring Ordinance (June 18, 2026 draft).*
 - *Memorandum of Anticipated Implementation Costs for the Data Center Environmental Impact Monitoring Ordinance, Office of Building Performance, dated June 8, 2026.*
 - *Katarina Michalova, Office of Building Performance.*
- Have the financial estimates of this bill been verified by the City Budget Division?

☐ Yes ☒ No

 - If yes, by whom? _____ .

Summary
Board Bill Number 49
Alderwoman Anne Schweitzer
June 18, 2026

An Ordinance recommended by the Planning Commission amending the Zoning Code to add Section 26.77 creating comprehensive zoning regulations for Data Centers. Approved by the Planning Commission on June 10, 2026; and containing a severability clause.

BOARD BILL NUMBER 49 INTRODUCED BY ALDERWOMAN ANNE SCHWEITZER
COSPONSORS: ALDERWOMAN ALISHA SONNIER/ALDERWOMAN SHAMEEMCLARK-HUBBARD

An Ordinance recommended by the Planning Commission amending the Zoning Code to add Section 26.77 creating comprehensive zoning regulations for Data Centers. Approved by the Planning Commission on June 10, 2026; and containing a severability clause.

WHEREAS, data centers are a unique land use that requires specialized zoning regulation to protect the health, safety, and general welfare of the City of St. Louis; and

WHEREAS, data centers do not currently have a definition in the City’s Zoning Code, and had historically been regulated as “office” or “warehousing;” and

WHEREAS, a new zoning definition will allow for specific regulations to be applied to data centers; and

WHEREAS, data centers can have many impacts on surrounding properties and residents through emissions of noise, heat, and air pollution; and

WHEREAS, data centers can also strain local infrastructure if not appropriately designed or their impacts are not appropriately mitigated through investment in local infrastructure; and

WHEREAS, the immense power demands of data centers may conflict with adopted elements of the City’s Comprehensive Plan if not met sufficiently through renewable power sources and protections from local pollutants.

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

That by and through this ordinance entitled “Data Center Environmental Impact Monitoring”, this Board seeks to establish that verified energy consumption, water usage, e-waste generation, air

emissions, noise emissions, use of generators, heat impact reports, and hazardous material management reports are required for data center buildings or similar uses within its jurisdiction, as follows:

SECTION ONE. The following Section 26.04.010 Title, of Chapter 26.04 is hereby amended to include 26.77 Data Centers.

26.77.010 Title.

Chapters 26.04 through 26.100 shall be known and cited as "the Zoning Code" and shall consist of the following chapters:

Chapter	Description
26.04	Citation and Purposes
26.08	Zoning Definitions
26.12	Zoning Districts and Boundaries
26.16	General Zoning Regulations
26.20	"A" Single-Family Dwelling District
26.24	"B" Two-Family Dwelling District
26.28	"C" Multiple-Family Dwelling District"
26.32	"D" Multiple-Family Dwelling District
26.36	"E" Multiple-Family Dwelling District
26.40	"F" Neighborhood Commercial District"
26.44	"G" Local Commercial and Office District
26.48	"H" Area Commercial District
26.52	"I" Central Business District
26.56	"J" Industrial District
26.60	"K" Unrestricted District
26.64	"L" Jefferson Memorial District
26.66	Bed and Breakfast Districts
26.68	Comprehensive Sign Control Regulations
26.70	Marijuana Uses
26.72	Regulated Uses
26.73	Special Use Districts
26.74	Off-Street Parking and Loading in Dwelling Districts
26.75	Special Residential Uses
26.76	Short-Term Rentals

26.77	Data Centers
26.80	Use, Height, and Area Exceptions
26.82	Form-Based Districts
26.84	Board of Adjustment
26.88	Zoning Administrator
26.92	Changes and Amendments
26.96	Plats, Certificates of Occupancy, and Survey Fees
26.98	Fee Schedule
26.100	Violations

SECTION TWO. The following definition(s) are hereby added to Chapter 26.08 of the Revised Code:

26.08.109 - Data Center; Backup Generators; Baseline Noise Level; Cool Roof; Data Center, Major; Data Center, Micro; Data Center, Standard; District Energy System; Green Roof; Local Renewable Energy Credits (RECs); Maximum Power Demand; Public Impact Agreement; Renewable Energy; Server Room; Transit Center. See Chapter 26.77 for definitions.

SECTION THREE. The following new Chapter, pertaining to Data Centers, to be codified as Chapter 26.77 of the Revised Code, is hereby added to Title 26 of the Zoning Code:

Chapter 26.77 Data Centers

26.77.010 Purpose.

The purpose and intent of this Chapter 26.77, Data Centers, is to define and address the location, establishment, application requirements, and standard conditions for data centers in order to ensure the health, safety, and general welfare of the residents of the City of St. Louis. This chapter seeks to allow for responsible, predictable development of data centers and associated infrastructure, to encourage best practices, limit negative impacts, and establish a foundation for monitoring and accountability.

1 **26.77.020 Definitions.**

- 2 1. **Backup Generators:** Backup Generators means engines that are designed to be used for
3 utility power outages to provide continuous electricity, preventing data loss, and service
4 disruption.
- 5 2. **Baseline Noise Level:** Baseline noise level means a measure of noise, taken at the property
6 line pre-application, that establishes dBA and dBC noise levels averaged over a 60-minute
7 measurement period. Measurements shall include daytime levels (e.g., taken between 7:00
8 a.m. and 1:00 p.m.,) and nighttime levels (i.e., taken between 10:00 p.m. and 7:00 a.m.).
- 9 3. **Cool Roof:** Cool Roof means a roofing system designed to reflect more sunlight and emit
10 absorbed heat with a minimum Solar Reflectance Index of 90.
- 11 4. **Data Center:** Data Center means a facility used primarily for the storage, management,
12 processing, and transmission of digital data and that houses computer or network
13 equipment, systems, servers, appliances, and other associated components related to digital
14 data storage, processing, and related operations. Data center uses include data storage
15 facilities, server farms, artificial intelligence training or processing, image processing,
16 cloud computing, email servicing, and similar uses. A Data Center may be a primary or
17 secondary use.
- 18 5. **Data Center, Major:** Major Data Center means a data center with square footage greater
19 than 250,000 and less than 500,000, or with a Maximum Power Demand of 30 megawatts
20 or more.
- 21 6. **Data Center, Micro:** Micro Data Center means a data center with square footage less than
22 10,000 gross square feet and Maximum Power Demand less than 5 megawatts.

- 1 7. **Data Center, Standard:** Standard Data Center means a data center with square footage of
2 more than 10,000 gross square feet and less than 250,000, and Maximum Power Demand
3 of more than 5 megawatts but less than 30 megawatts.
- 4 8. **District Energy System:** District Energy System means the Downtown Steam Distribution
5 System and/or the planned Chilled Water Loop.
- 6 9. **Green Roof:** Green Roof means a vegetated roofing system which is functionally
7 integrated onto a roof area.
- 8 10. **Local Renewable Energy Credits (RECs):** Local RECs means bundled RECs generated
9 by renewable energy facilities located within the utility service territory, the State of
10 Missouri, or the MISO region, and retired on behalf of the facility.
- 11 11. **Maximum Power Demand:** Maximum Power Demand means the facility's highest level
12 of connected electricity load for critical IT and building systems and equipment, as set by
13 a single contract with an electric service provider.
- 14 12. **Public Impact Agreement:** Public Impact Agreement means a binding contract for the
15 purpose of protecting the health, safety, and welfare of the residents of the City.
- 16 13. **Renewable Energy:** Renewable Energy means energy derived from wind, solar,
17 geothermal, or other non-depleting sources of renewable energy.
- 18 14. **Server Room:** Server room means an accessory facility with less than 1 megawatt in
19 Maximum Power Demand that supports routine functions of the primary use. Server rooms
20 are not subject to the requirements of this Chapter 26.77.

1 15. **Transit Center:** Transit Center means a location where Metro operates a major hub for
2 MetroBus and/or MetroLink stops as identified by their System Maps. Individual bus stops
3 are not Transit Centers.

4 **26.77.030. Use Table.**

5 The following Use Table lists how Data Centers are regulated in the various existing zoning
6 districts. Within the table, the user can identify the type of Data Center and how the facility
7 is regulated under each zone, thus identifying whether the use is Permitted (P), whether it
8 requires a Conditional Use Permit (C), or whether it is prohibited (NA).

Use	A - E	F	G	H	I	J	K	L
Micro Data Center	NA	NA	NA	C	C	C	C	C
Standard Data Center	NA	NA	NA	NA	C	C	C	NA
Major Data Center	NA	NA	NA	NA	NA	NA	C	NA

9
10 **26.77.040 Application Requirements.**

11 A. An applicant seeking a permit for any new data center or expansion must include the
12 following information as part of their application submission:

- 13 1. The classification of the proposed data center (i.e., Micro, Standard, or Major).
- 14 2. Elevations and interior floor plans indicating areas dedicated to data center
15 functions and areas planned for other uses (e.g., office, retail, research, etc.), if
16 relevant. Elevations shall include indications of exterior building materials, as well
17 as images and descriptions of adjacent building materials.

3. Site plan clearly identifying the building and its square footage, the location of Backup Generators and cooling equipment, fuel storage and fuel type, parking, landscaping, overhead power (e.g., transmission, distribution lines), on-site battery storage and battery type, on-site substations, any on-site power generation (e.g., solar, wind, etc.), other noise and light-emitting structure and equipment, and any additional critical infrastructure or equipment.
4. Clear annotation, on the site plan or a separate drawing, denoting setbacks for Data Center buildings, Backup Generators, and other noise- and light-emitting infrastructure.
5. Megawattage of Maximum Power Demand.
6. The facility's proposed cooling system, sources of energy, and whether the facility plans to provide its own energy, or to meet its power demands through renewable sources.
7. A scope, schedule, and budget for implementation of the renewable energy threshold.
8. Whether the applicant has executed an Interconnection Study Agreement, Construction Agreement, and/or Electric Service Agreement with an electric service provider and/or has proof of on-site, connected-to-the-grid or behind-the-meter generation that demonstrates how the applicant will meet renewable energy thresholds. If so, the applicant shall provide a copy in their application.

B. An applicant seeking a permit for any Standard Data Center or Major Data Center must also include the following information:

1. Anticipated end users of the data center, and purpose of the proposed facility, such as: data storage; cloud computing; general artificial intelligence; cryptocurrency mining; surveillance; large language model training; or other business applications.
2. Map indicating the location of any new substations or substation upgrades required for the data center, and the location of new power lines serving the proposed data center. (Any on-site power generation, outside of renewable and backup power sources, shall be prohibited.)
3. The number, size, fuel source, and anticipated testing schedule for Backup Generators.
4. An assessment of any flood risk to the proposed site, and planned mitigation efforts.
5. The expected timeline for commencing construction and operation of the facility.
6. Baseline noise levels, expected noise levels to be generated by the proposed facility's cooling systems, turbines, load banks, and Backup Generators, a proposed testing schedule designed to minimize air quality problems and noise impacts, and the proposed facility's planned sound attenuation and noise reduction measures to limit the emission of noise and prevent disturbances to nearby residents.
7. Fire detection and suppression systems that will be installed at the proposed facility.
8. Whether the user plans to participate in any renewable energy or virtual power plant program, have any onsite renewable energy generation and/or storage, or purchase any Renewable Energy Credits (RECs).

1 9. Anticipated annual water use and anticipated or committed Power Usage
2 Effectiveness (PUE) and Water Usage Effectiveness (WUE) for both peak and
3 average annual demand.

4 10. Intent to participate in the state's sales tax exemption program.

5 11. If new construction, whether and how the proposed facility building's facade,
6 height, massing, and orientation will be designed to be compatible with adjacent
7 properties and the surrounding area.

8 C. An applicant seeking a conditional use permit for any Major Data Center must also include
9 the following information:

10 1. A detailed description of sources and uses of financing for the development.

11 2. Any community benefits offered by the proposed facility or its operators.

12 3. An environmental impact report prepared by a third-party professional
13 environmental engineer describing:

14 a. Anticipated emissions, and air and water quality impacts, and any plans to
15 mitigate impacts;

16 b. Anticipated heat emissions and heat plumes generated by the proposed
17 facility, and any plans to mitigate impacts; and

18 c. Anticipated stormwater impacts and mitigation.

19 4. An economic impact report prepared by a third-party credentialed professional
20 entity describing:

21 a. The amount of tax revenue local taxing jurisdictions are anticipated to
22 receive as a result of the proposed development; and

1 b. The number of construction jobs and permanent jobs associated with the
2 data center.

3 5. Plans to remove infrastructure and equipment from the site should the data center
4 cease operation.

5 6. A letter of attestation from the electricity provider describing any impacts to
6 ratepayers or grid reliability of required new power generation or other
7 infrastructure upgrades to serve the project.

8 7. Documentation of having advertised and held at least one meeting with community
9 members during which project information is shared, feedback is invited, and
10 questions are answered. All information and documents presented at such a meeting
11 shall be made publicly available and must be submitted during the application
12 process.

13 a. Advertisement: Such a meeting is to be advertised no fewer than 15 days
14 prior to the meeting's date, with notification provided by email to all
15 Registered Neighborhood Organizations having a geographical boundary
16 within a one mile radius of the proposed data center; by email to all
17 Neighborhood Improvement Specialists; by email to relevant City
18 departments and agencies (i.e., Planning & Urban Design Agency, Health
19 Department, Zoning Section of the Building Division, St. Louis
20 Development Corporation); by mail to all residents and property owners
21 within a 1,000 foot radius of the subject property; and by email to all state

1 and local elected officials representing residents of the surrounding 1 mile
2 of the proposed location.

3 b. Meeting: The meeting shall include a presentation of project details required
4 for application, commitments to mitigate impacts to residents and to the
5 environment, and a question and answer period. All major areas of
6 community concern, questions, and feedback shall be documented and
7 provided to the City as part of the application.

8 c. Feedback Period: During a minimum of 30 days following the Meeting, the
9 applicant shall invite and document community feedback. Applications
10 shall not be submitted within a minimum of 30 day Feedback Period.

11 D. In the event that an applicant is unable to provide any of the above information, the
12 applicant shall, in writing as part of their application, indicate that they are unable to
13 provide the information and also describe the reason this information cannot be provided.
14 It shall be acceptable to exclude required information if it is confidential according to state
15 or federal law.

16 **26.77.050 Site Requirements, Design Requirements, and Standard Conditions.**

17 Data Centers shall comply with the following site requirements, design requirements and
18 standard conditions:

19 a. Location Requirements

20 i. Data Center buildings, Backup Generators, and other associated noise- or
21 light-emitting infrastructure shall have the following setbacks from the lot
22 lines of parcels zoned A, B, C, D, E, F, and G, parcels containing a light

1 rail station or transit center, and parcels containing a school or public park:

- 2 1. 150 feet for Micro Data Centers;
- 3 2. 300 feet for Standards Data Centers; and
- 4 3. 600 feet for Major Data Centers.

5 ii. Data Centers may only be permitted if their location substantially aligns
6 with the Strategic Land Use Plan of the City's Comprehensive Plan.

7 b. Area Standards

8 i. The facility shall comply with the Height and Setback limitations of the
9 underlying zoning district.

10 ii. The facility shall provide 1 off-street parking space for every 5 permanent
11 employees.

12 iii. In the H, I, and L Districts:

13 1. A new Data Center within a building within 300 feet of an existing
14 Data Center may only be allowed if the data center use comprises
15 less than 30 percent of the gross square footage of a structure. Data
16 Center uses on the same parcel as the proposed new Data Center
17 do not trigger this 30 percent cap.

18 2. At least 50 percent of the gross ground floor area of any building
19 with street frontage shall be reserved for active uses such as office,
20 retail, institutional uses, and residential amenities, and shall not be
21 used for inside storage or vehicle parking. For the purposes of this
22 section, a building with street frontage is any building located

1 within 50 feet of a street right-of-way line.

2 c. Noise and Vibration Controls

3 i. The facility shall have no unabated nuisance violations.

4 ii. The facility shall be subject to provisions of Ordinance 68130 or its
5 successor.

6 iii. Noise levels shall not exceed 5 dBC above the Baseline Noise Levels, as
7 measured from the property line, as reported prior in the application,
8 during standard operation. If Baseline Noise Levels exceed what is
9 permitted by the noise ordinance (Ordinance 68130), or if the noise
10 ordinance does not establish a specific dBA level for the relevant zoning
11 district, then noise levels shall not exceed 5 dBA or dBC above the
12 Baseline Noise Levels.

13 d. Building Systems & Equipment Design & Screening

14 i. The building shall be designed and operated with a Cool Roof, Green
15 Roof, or rooftop photovoltaic solar panels to reduce urban heat impacts.

16 ii. All exterior equipment and equipment areas shall be visually screened in
17 order to limit visibility from the right of way, adjoining parcels, and
18 nearby thoroughfares or highways.

19 iii. Noise-emitting equipment, such as Backup Generators, shall be physically
20 enclosed within acoustically treated structures and placed away from
21 primary frontages.

22 iv. All exterior and rooftop cooling equipment, and any other infrastructure to

1 provide a visual and acoustic barrier from the property line and
2 surrounding area, shall be enclosed or screened. Enclosures and screens
3 shall be opaque to obstruct from view and reduce frequency and
4 vibrations.

- 5 v. On-site fuel storage shall be visually and physically screened, and set back
6 at least 20 feet from the property line.

7 e. Site & Urban Design Standards

- 8 i. All principal and accessory structures and energy systems associated with
9 a Data Center shall be arranged, designed, and constructed to be
10 harmonious and compatible with the site and with the surrounding
11 properties. Data Centers that visually approximate commercial office
12 buildings are encouraged. All Backup Generators and other external
13 equipment shall be located to the side or rear of the Data Center building.
- 14 ii. Properties shall be well landscaped. A tree lawn not less than 3 feet in
15 width along all public streets shall be required where setbacks,
16 underground infrastructure, and available right of way make it practicable,
17 and where this subsection does not conflict with streetscaping designs or
18 plans of the Board of Public Service, a Community Improvement District,
19 or other formal political subdivision or tax district in which the Data
20 Center is located. Street trees shall be installed in the tree lawn, between
21 the public sidewalk and public street, when the tree lawn has sufficient
22 width, or street trees with grates shall be installed in public sidewalks

1 where the sidewalk has sufficient width with a maximum of 25 feet
2 between trees. All street trees shall be irrigated. In the K district, Data
3 Centers may install a landscape berm as an alternative to a tree lawn.
4 Additional landscaping requirements may be included in a Public Impact
5 Agreement.

6 iii. Surface parking shall be placed at the rear or side of the building and shall
7 not extend beyond the established building line.

8 iv. Primary structures shall include these design features:

- 9 1. Windows, doors, or similar fenestration shall be distributed both
10 horizontally and vertically and comprise at least 30 percent of the
11 façades.
- 12 2. Glass transparency on windows shall be greater than 80 percent.
13 Faux windows and covered windows are prohibited.
- 14 3. Signs must meet the requirements of the underlying code.
- 15 4. At least one main entrance that projects or is recessed from the
16 main building plane, and is differentiated from the remainder of
17 the building façade, is required.
- 18 5. Exterior materials shall be compatible in type and texture with the
19 dominant materials of adjacent buildings. Artificial masonry, EIFS,
20 and cementitious fiberboard are not permitted.
- 21 6. All loading and unloading areas, including overhead doors, shall
22 be oriented towards the side or rear property lines away from

1 public roadways. Loading docks are not permitted in the front or
2 street side yards and shall not be oriented towards the front
3 property line.

4 7. Projects located in local historic or form-based districts are subject
5 to the design standards of that district.

6 f. Water Responsibility

7 i. The facility shall not operate with a cooling system that solely relies on
8 Evaporative Cooling. Evaporative Cooling means a highly water-intensive
9 process that uses water evaporation to cool air for the facility's
10 temperature regulation.

11 ii. The facility shall achieve and maintain compliance with all wastewater
12 discharge standards set by the Metropolitan St. Louis Sewer District.

13 iii. Applicants for Standard and Major Data Centers shall enter into written
14 agreement(s) with the St. Louis City Water Division to:

15 iv. Fund any and all fees required for data centers or new large load users that
16 could be identified out of a cost of service study prior to receiving a
17 building permit.

18 v. Fund any and all system impact fees required for data centers or new large
19 load users that could be identified out of a cost of service study including
20 the cost of a hydraulic model study and rectifying any detrimental impact
21 on existing customers determined by the study prior to receiving a
22 building permit. Prior to a cost of service study's completion, an

1 agreement may also establish a short-term rate.

2 g. Backup Power Systems

3 i. All Data Center applicants are encouraged to minimize the use of diesel,
4 and maximize the use of batteries or natural gas as backup power sources.

5 ii. Except for Backup Generator testing or commissioning activities, Backup
6 Generator use is limited to backup/emergency use only. Backup
7 Generators may never be used as a general operating power source for
8 day-to-day operation of the facility. The facility may not commence
9 operation until complete electric service is provided to the site, and
10 Backup Generators may not be used as a power source in the event of a
11 delay in electric service.

12 iii. Backup Generators shall be fully enclosed within the primary structure or
13 an exterior structure, except for penetrations necessary for the safe and
14 lawful operation, maintenance, or testing of the generator and its
15 supporting systems, including but not limited to intake air, exhaust,
16 cooling, fuel, fluid and electrical connections.

17 iv. Backup Generators shall utilize the cleanest certified emissions tier.
18 Certificates of Conformity demonstrating Tier 4 / NSPS Subpart IIII
19 requirements (if diesel), or level of certification (if not diesel), of all
20 equipment shall be provided prior to any such equipment's testing or use.

21 v. Backup Generators shall meet the performance requirements of the most
22 recent National Fire Protection Association (NFPA) standards for

Emergency and Standby Power Systems.

vi. Backup Generators shall be tested only between 10am and 5pm, Monday through Friday.

vii. Backup Generators shall not be tested on days when the St. Louis Air Quality Index (AQI) is above 50.

h. Environment, Energy & Infrastructure Standards

i. As practicable, facilities shall achieve and maintain LEED certification or certification through a similar green building program for the direction of the data center's operation.

ii. Facilities shall achieve and maintain a peak Power Usage Effectiveness (PUE) of 1.35 or better.

iii. Facilities shall dispose of all electronic waste in an environmentally appropriate manner through the duration of the data center's operation, and maintain an active contract with an R2-certified (Responsible Recycling) or e-Steward certified contractor.

iv. Facilities shall not commence operation until a letter verifying adequate power capacity and infrastructure to serve the facility is provided by an electric service utility.

v. Facilities shall connect to District Energy Systems if located within 50 lineal feet of an existing District Energy System line existing at the time of submission for zoning approval.

vi. Facilities shall not commence operation until a District Energy Willing to

1 Serve letter from a district energy provider is provided. Such a letter shall
2 confirm the system is prepared to extend service to the site, or serve as a
3 written waiver explaining why extension is not feasible.

4 vii. Facilities shall, when feasible, use battery storage for electrical load for
5 ancillary, non- data processing uses such as lighting and outlets in an
6 adjacent office space.

7 viii. All outdoor lighting shall meet the standards of the Dark Sky Initiative or
8 other Bird City recommendations to reduce light pollution.

9 ix. Facilities shall ensure any heat plumes created by the facility are
10 adequately dispersed at the property line to avoid adverse impacts on the
11 health or well-being of individuals outside of the property.

12 x. Standard and Major Data Centers:

13 1. Before an occupancy permit is issued, facilities shall demonstrate
14 their ability to begin operation with a minimum of 50 percent of
15 their anticipated annual electricity use from renewable energy
16 through the electric utility's renewable energy programs, PSC-
17 approved large-load renewable energy programs, clean energy
18 riders, and/or onsite and/or behind-the-meter renewable energy
19 generation and storage, including participation in virtual power
20 plant programs. No more than 50 percent of this requirement may
21 be fulfilled through Local RECS.

22 2. Facilities shall achieve and maintain 95 percent of annual

1 electricity consumption from renewable energy by the end of its
2 10th year in operation through the electric utility's renewable
3 energy programs, PSC-approved large-load renewable energy
4 programs, clean energy riders, and/or onsite renewable energy
5 generation and storage, including participation in virtual power
6 plant programs. Up to 25 percent of this requirement may be
7 fulfilled through Local RECS at any point.

8 3. For each megawatt-hour of annual electricity consumption by
9 which the facility fails to meet the applicable renewable energy
10 requirement, the facility shall be subject to a noncompliance
11 penalty of 125 percent of the market rate for a bundled, retired
12 REC from the MISO region until the shortfall is cured.

13 i. Reporting Requirements for Standard and Major Data Centers

14 i. Facilities shall comply with all applicable environmental, energy, water,
15 and other reporting requirements established by the City.

16 ii. The interim reporting requirements established under subsection (iii) shall
17 expire and be of no further force or effect upon the effective date of a City
18 ordinance governing Data Center Environmental Impact Monitoring.

19 iii. The following interim reporting requirements shall apply to Standard and
20 Major Data Centers:

21 1. Energy: Annually report the total energy consumption of the
22 facility to the Office of Building Performance, with copy to the

1 Zoning Administrator.

2 2. Noise: Annually provide a report to the Health

3 Director/Commissioner (or his/her designee), with copy to the
4 Zoning Administrator, a third-party report, created by an entity
5 acceptable to the Health Director/Commissioner, of noise
6 emissions to verify compliance with relevant standards and
7 identify other issues and mitigation strategies. The first annual
8 report shall occur within 30 days of the data center commencing
9 operation. Subsequent annual reports shall reflect readings taken
10 between the months of June and August, and submitted by
11 September 30. Readings should be taken at the parcel line of all
12 joining parcels or parcels directly across a street or alley from the
13 parcel containing the data center, and shall compare noise levels to
14 daytime and nighttime Baseline Noise Levels. The report shall
15 include a measure of both dBA and dBC sound levels.

16 3. Heat Impacts: Annually report waste heat rejected to the outdoor
17 environment to the Executive Director of the Planning and Urban
18 Design Agency or his/her designee, with copy to the Zoning
19 Administrator, the quantity of waste heat recovered or reused, and
20 the dispersion of heat plumes during summer design conditions or
21 the hottest days of observation in order to assess urban heat
22 impacts and mitigation strategies.

- 1 4. Renewable Energy: Provide an annual report verifying compliance
2 with relevant requirements to the Executive Director of the
3 Planning and Urban Design Agency or his/her designee, with copy
4 to the Zoning Administrator, no later than July 30 of each year.
- 5 5. Air Quality: All reports to the Missouri Department of Natural
6 Resources verifying compliance with Clean Air Act and Air Permit
7 standards, including the actual testing schedule for Backup
8 Generators during the reported period, shall be shared, via copy, to
9 the Health Commissioner or his/her designee.

10 j. Public Impact Agreement – Major Data Center

- 11 i. When approving a conditional use permit for a Major Data Center, the
12 Board of Public Service shall, as an additional condition necessary to
13 ensure the use complies with the standards of Section 26.80.010,
14 subsection E, require the applicant to enter into a Public Impact
15 Agreement with the City. The Director of Public Utilities, or other
16 departmental director serving on the Board of Public Service who is
17 designated by the Board of Public Service, is authorized to execute on
18 behalf of the City the Public Impact Agreement in accordance with this
19 Chapter. A copy of the executed Public Impact Agreement shall be
20 provided to the Building Commissioner, with a copy to the Zoning
21 Administrator, before a building permit is granted. If the Board of Public
22 Service determines that an event constituting default of the Public Impact

1 Agreement has occurred, it may revoke the conditional use permit in
2 accordance with the procedure in Section 26.100.030.

3 ii. The contents of the Public Impact Agreement shall be determined based on
4 the site-specific context of the Major Data Center and its anticipated
5 impact on adjacent parcels, occupants and public infrastructure. For the
6 purpose of protecting the health, safety, and welfare of the surrounding
7 community and residents of the City, the contents of the Public Impact
8 Agreement may address issues, including but not limited to:

- 9 1. Providing tangible benefits to the community by mitigating site-
10 specific impacts on adjacent land use, public infrastructure and the
11 general welfare, such as: noise; air quality; energy usage, including
12 the percentage of energy derived from clean energy sources; water
13 usage; and wastewater treatment and disposal. Benefits to the
14 community:
- 15 2. May be in the form of the dedication of lands for public use or
16 impact fees; and
- 17 3. Must be related to the Data Center development activities that are
18 the subject of the application; and
- 19 4. Must be supported by an individualized determination that the
20 benefit to the community is roughly proportional in scale to the
21 impact being addressed. The individualized determination shall be
22 made by the Board of Public Service, or a departmental director

1 serving on the Board of Public Service designated by the Board of
2 Public Service.

3 5. Additional provisions related to site design, as determined by the
4 Board of Public Service to satisfy the standards of Section
5 26.80.010, subsection E, and which address site design aspects of
6 the Data Center such as: Landscaping; Buffer, screening and
7 fencing; Exterior lighting; Thermal heat mitigation; Cooling
8 systems; and Backup Generators.

9 6. Long-term operational commitments, such as: Noise testing;
10 Electronic waste disposal; Decommissioning; Community
11 feedback and engagement commitments before and during
12 operations; and Emergency management.

13 7. Enforcement, including that the agreement may be enforced by
14 revocation of the applicant's conditional use permit and other
15 remedies available at law.

16 iii. The requirements contained in this Chapter applicable to Major Data
17 Centers shall be considered minimum standards which may be modified
18 upon mutual agreement of the City and the applicant.

19 iv. No provision in a Public Impact Agreement shall be construed as a binding
20 promise by the City to refrain from independent exercise and enforcement
21 of the Zoning Code.

22 v. The Public Impact Agreement shall be approved by the Board of Public

1 Service and by resolution of the Board of Aldermen prior to the granting
2 of a building permit.

- 3 vi. Public comment on the Public Impact Agreement must be accepted during
4 the conditional use hearing process prior to the approval by the Board of
5 Public Service and by the Board of Aldermen.

6 **26.77.060 Applicability.**

7 Unless expressly stated otherwise, Data Centers shall demonstrate compliance with the
8 standards in this Chapter before modifications to the property or building are made as set
9 forth below:

- 10 a. New Facility. Full compliance is required for new Data Centers.
- 11 b. Expansions. Full compliance is required for any enlargements, structural
12 alterations, or changes in data center classification (i.e., Micro, Standard, or Major).
- 13 c. Expansions of Existing Nonconforming Uses and/or Nonconforming Structures.
14 Full compliance is required for any enlargements or structural alterations of
15 Existing Nonconforming Structures and/or Nonconforming Uses as defined in
16 Section 26.08-330-26.08.331. Enlargement shall include an increase in Backup
17 Generator capacity.
- 18 d. Existing Facilities and Previously Approved Facilities. Subject to the provisions of
19 subsection (b), any Data Center lawfully in use or approved by conditional use
20 permit as of the Effective Date of this Chapter shall be considered an existing
21 Nonconforming Use and/or Nonconforming Structure as defined in Section
22 26.08.330-26.08.331 and may be continued without regard to the provisions of this

Chapter, except that discontinuation of the lawful Data Center shall be subject to the provisions outlined in 26.16.060. Conditional use permits approved prior to the effective date of this Ordinance shall be subject to the standard provisions outlined in 26.80.010.D.5.

26.77.070 Application Review Process.

The Zoning Administrator shall provide application materials for any Standard or Major Data Center to the Executive Director of the Planning & Urban Design Agency, the Commissioner of Health, the Fire Marshall, the Department of Public Utilities, including its Water Division, the St. Louis Metropolitan Sewer District, relevant district energy service providers, and the Office of Building Performance. Upon receipt of materials, these entities shall then have no less than 30 days to review and provide findings and recommendations to the Zoning Administrator before a recommendation is submitted to the Board of Public Service. Review by relevant parties may occur in parallel.

26.77.080 Deadline for Review.

The Planning Commission of the City of St. Louis shall take up review of this Chapter no later than 2 years from the Effective Date of this Chapter 26.77 in order to determine necessary changes that respond to evolutions in technology or increased understanding of impacts and opportunities. This review will include an assessment of renewable energy supply and compliance pathways, and an assessment of megawattage thresholds between data center classifications. This requirement for review is directory and not mandatory. The failure of the Planning Commission to conduct the review within the timeframe prescribed

1 herein shall not invalidate, impair, or otherwise affect the legal enforceability, validity, or
2 operation of this Chapter.

3 **SECTION FOUR. Severability Clause.**

4 It is hereby declared to be the intention of the Board of Aldermen that each, and every part,
5 section and subsection of this Ordinance shall be separate and severable from each, and
6 every other part, section, and subsection hereof and that the Board of Aldermen intends to
7 adopt each said part, section, and subsection separately and independently of any other
8 part, section, and subsection. In the event that any part, section, or subsection of this
9 Ordinance shall be determined to be or to have been unlawful or unconstitutional, the
10 remaining parts, sections, and subsections shall be and remain in full force and effect,
11 unless the court making such finding shall determine that the valid portions standing alone
12 are incomplete and are incapable of being executed in accordance with the legislative
13 intent.

14 **SECTION FIVE. Effective Date.**

15 This Ordinance shall take effect and be in full force thirty (30) days after its approval by
16 the Mayor, or thirty (30) days after its adoption over the Mayor's veto.

Summary
Board Bill Number 50
Introduced by Alderman Rasheen Aldridge
June 18, 2026

An ordinance repealing Ordinance 71212, as codified in Chapter 8.108A of the Revised Code of the City of St. Louis, and any other ordinances or portions of ordinances codified Chapter 8.108A that are inconsistent with this ordinance, and establishing updated regulations for the licensing and operation of mobile food vendors, including designated commercial vending markets, predetermined vending locations, permit display requirements, and administrative oversight by the Streets Department.

**BOARD BILL NUMBER 50 INTRODUCED BY ALDERMAN RASHEEN ALDRIDGE
CO SPONSORS: PRESIDENT MEGAN GREEN**

An ordinance repealing Ordinance 71212, as codified in Chapter 8.108A of the Revised Code of the City of St. Louis, and any other ordinances or portions of ordinances codified Chapter 8.108A that are inconsistent with this ordinance, and establishing updated regulations for the licensing and operation of mobile food vendors, including designated commercial vending markets, predetermined vending locations, permit display requirements, and administrative oversight by the Streets Department.

WHEREAS, mobile food vending within the City of St. Louis has historically been limited in scope and availability, resulting in underutilization of economic opportunities for small and local entrepreneurs; and

WHEREAS, the City seeks to expand designated commercial vending markets to promote equitable access to business opportunities and to activate underutilized commercial corridors; and

WHEREAS, increasing permissible hours of operation for mobile food vendors to later evening hours will support nightlife, enhance public safety through increased activity, and contribute to the overall economic vibrancy of the City; and

WHEREAS, the City recognizes the importance of balancing economic development with the interests of residents and brick-and-mortar businesses through clear and enforceable regulations; and

WHEREAS, strengthening oversight, enforcement mechanisms, and complaint investigation procedures will improve accountability and ensure compliance with applicable laws and regulations; and

1 **WHEREAS**, the City desires to modernize its regulatory framework governing mobile food
2 vendors and sidewalk vendors to better reflect current economic conditions and community
3 needs.

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

5 **SECTION ONE. Ordinance 71212, as codified in Chapter 8.108A of the Revised Code of**
6 **the City of St. Louis and any other ordinances or portions of ordinances codified therein**
7 **that are inconsistent with this ordinance are hereby repealed in their entirety, and in lieu,**
8 **the following text is inserted:**

9 **8.108A.010 - Definitions**

10 "City Park" means any area maintained by the Director of Parks, Recreation and Forestry
11 including any sidewalk immediately adjacent to such an area but not extending past the curb line
12 of such sidewalk.

13 "Coupon" means any ticket, certificate, note, voucher, or other instrument issued by a
14 manufacturer or merchant that may be redeemed for a financial discount, additional goods or
15 services, or rebate when purchasing specific goods or services.

16 "Festival vendor" means any person who sells or offers for sale any goods, wares, merchandise,
17 flowers, horticultural products, services, food or beverages from a booth, stall, stand, table,
18 wagon, pushcart, handcart or other vehicle, or from a pack, basket or similar container, or hand-
19 held display at a parade, fair or festival for which the City has issued a permit.

20 "LRA owned property" means any property owed in fee simple by the Land Reutilization
21 Authority of the City of St. Louis.

1 "Popup" vendor" means any person who engages in a temporary or transient business in the City,
2 selling goods, wares, merchandise, flowers, horticultural products, services, food or beverages,
3 and who for the purpose of carrying on such business, hires, leases or occupies any lot, or any
4 portion thereof, for the exhibition or sale of goods, wares or merchandise.

5 "Roadway" means that portion of the street or alley, including the median if any, between the
6 regularly established curbs, or that portion ordinarily used for vehicular traffic. Specifically
7 including in the definitions, the Kingshighway Memorial Boulevard Median located from Dr.
8 Martin Luther King Drive to West Florissant Boulevard

9 "Sampling" means to knowingly distribute or furnish without charge, or cause to be furnished or
10 distributed without charge any goods, wares, phones, merchandise, flowers, horticultural
11 products, food or beverages from a table, wagon, pushcart, handcart or other non-motorized
12 vehicle, or from a pack, basket or similar container, or hand-held display.

13 "Sidewalk" means that portion of a street, intended for the use of pedestrians, between the curb
14 line or lateral boundary of a roadway and the adjacent property line.

15 "Sidewalk Vendor" means any person who sells or offers for sale on any public sidewalk or
16 public right of way, other than a roadway or roadway median, **within the downtown area only**
17 **with downtown being defined as the general boundaries of Cole St. on the North, to**
18 **Interstate Highway 70 (I-70) Northward to Carr St. southward to Leonor K. Sullivan Blvd**
19 **on the East, westward to Chouteau Ave. on the South, northward to Tucker Blvd on the**
20 **West to Cole St,** any goods, wares, merchandise, flowers, horticultural products, services, food

1 or beverages from a booth, stall, stand, table, wagon, pushcart, handcart or other non-motorized
2 vehicle, or from a pack, basket or similar container, or hand-held display.

3 "Soulard market area" means the area bounded by Lafayette Street on the south, Seventh Street
4 on the east, Marion Street on the north and Interstate highway 55 on the west

5 **“Mobile Food Vendor” or “Vehicle Vendor”** means any person who sells or offers for sale any
6 goods, wares, merchandise, services, food, or beverages from a **self-contained, motorized**
7 **vehicle designed and equipped for such sales**, operating on a public roadway.

8 "Vend or vending" means to sell or offer for sale any goods, wares, merchandise, flowers,
9 horticultural products, services, food or beverages, or offer for free or permit the offering for free
10 of any goods, wares, merchandise, flowers, horticulture products, services, food or beverage,
11 regardless of value, or any coupon, regardless of value, as an inducement to purchase other
12 goods or services, or to draw customers to a store, business, website or other online platform in
13 order to stimulate sales of goods or services.

14 **8.108A.020 - Vending prohibited—Exceptions.**

15 A. No person shall sell or offer for sale or permit the offering or selling of any goods, wares,
16 merchandise, flowers, horticultural products, services, food or beverages upon any public
17 sidewalk, street, roadway, or roadway median within the City of St. Louis except in those areas
18 designated by ordinance as Vending **Markets** or offer for free or permit the offering for free of
19 any goods, wares, merchandise, flowers, horticulture products, services, food or beverage,
20 regardless of value, or any coupon, regardless of value, as an inducement to purchase other
21 goods or services, or to draw customers to a store, business, website or other online platform in

1 order to stimulate sales of goods or services upon any public sidewalk, street, roadway, or
2 roadway median within the City of St. Louis except in those areas designated by ordinance as
3 Vending **Markets**.

4 B. No person shall sample, sell or offer for sale or permit the offering or selling of any goods,
5 wares, merchandise, flowers, horticultural products, services, food or beverages upon any LRA
6 owned property within the Kingsway East, Kingsway West, Penrose, and Mark Twain
7 Neighborhoods.

8 C. No person shall sell or offer for sale or permit the offering or selling of any goods, wares,
9 merchandise, flowers, horticultural products, services, food or beverages upon any privately
10 owned lot, within the Kingsway East, Kingsway West, Penrose, and Mark Twain
11 Neighborhoods, in those areas prohibiting vending except for festival vendors.

12 D. Notwithstanding any other provision of this ordinance or of Chapter 8 of the Revised Code of
13 the City of St. Louis, no person shall be permitted to vend on any public sidewalk or within any
14 public right-of-way within the area known as the South Downtown Project Area as defined in
15 Ordinance 65668, unless such person is a designated redeveloper for the South Downtown
16 Project Area or
17 has entered into a valid vending agreement with a designated redeveloper for the South
18 Downtown Project Area and such person has otherwise complied with all requirements of
19 Chapter 8 of the Revised Code of the City of St. Louis, as amended by the ordinance:

- 20 1. A tract of land being located in all of Blocks 6465, 6466, 6467, 106, 6509, 1409,
21 160, 161, 162, 147, and 148 and part of Blocks 188, 425, 417, 418, 419, and 422 of

the City of St. Louis, Missouri being more particularly described as follows:

2. Beginning at the intersection of the Easterly line of former 9th Street vacated by Ordinance No. 9191 and the Southerly line of Walnut Street, thence along the easterly line of former 9th Street and its direct prolongation Southerly to the Northern Line of Gratiot Street, thence along last said Northerly line to the Westerly line of 4th Street, thence along last said Westerly Line to the Southerly line of Walnut Street, thence along last said Southerly line to the Easterly line of former 9th Street, and the Point of Beginning.

E. No vending shall be permitted within the Wharf Vending District as regulated by the provisions of Ordinance 61362.

F. Notwithstanding the provisions of this section, no person shall be permitted to vend on any public sidewalk or within any public right-of-way within the following area, unless such person has entered into a valid vending agreement with the Convention and Visitors Commission:

The area bounded as follows: Beginning at the intersection of the line created 100 feet West of Ninth Street and 100 feet North of Cole Street, thence East along such 100-foot North line of Cole Street to its intersection with the West right-of-way line of I-70, thence South along such West right-of-way line of I-70 to its intersection with the line created 100 feet South of Washington Avenue, thence West along such 100-foot South line of Washington Avenue, to its intersection with the 100-foot West line of 9th Street, thence North along such 100-foot West line of 9th Street to its point of beginning.

8.108A.030 - Vending Commercial Markets Established.

1 The following areas are designated as **Vending Commercial Markets** within the City of St.
2 Louis. These designated markets shall be the only allowed locations for vending., every vending
3 business operated within a Vending Commercial Market shall comply with the rules and
4 regulations adopted in the ordinance codified in this chapter.

5 **A. *Cherokee Commercial Vending Market* means streets intersecting Cherokee Street**
6 **between Jefferson Avenue and Louisiana Avenue only between the curb line of**
7 **Cherokee Street and the first alley located north or south on the same block face.**

8 **B. *City Park Vending Market* shall mean any area maintained by the Director of Parks,**
9 **Recreation and Forestry.**

10 **C. *Downtown Commercial Vending Market* means the public right-of-way along Market**
11 **Street between the intersections of South 8th Street and South 16th Street and the**
12 **public right-of-way along Chestnut Street between the intersections of Market**
13 **Street and N 15th Street and the public right-of-way along Chestnut Street between**
14 **the intersections of N 14th Street and N 15th Street**

15 **D. *Downtown West Commercial Vending Market* means the public right-of-way along**
16 **Olive Boulevard between the intersections of North 23rd eStreet and Jefferson**
17 **Avenue; and the public right-of-way along Pine Street between the intersections of**
18 **North Beaumont Street and N Leffingwell Ave.**

19 **E. *Grand Center Commercial Vending Market* means the public right-of-way along**
20 **McPherson Avenue between the intersections of Lindell and Vandeventer Avenue;**

1 **and the public right-of-way along Washington Avenue between the intersections of**
2 **North Leonard Avenue and North Theresa Avenue.**

3 **8.108A.040 - Applicability.**

4 This chapter shall not be construed to forbid merchants occupying with their goods, wares,
5 merchandise, flowers, food or beverages, a limited portion of the sidewalk adjacent to the
6 property occupied by them in conformity with the conditions of a permit obtained from the
7 Department of Streets or the Board of Public Service, or prevent or prohibit the sale or offering
8 for sale any goods, wares, merchandise, flowers, food or beverages:

9 A. By merchants pursuant to Ordinance 60950, approved on July 18, 1988; or

10 B. The delivery of any goods, wares, merchandise, flowers, food or beverages to any
11 residence or business within the aforementioned geographical areas; or

12 C. During any period of time for which a festival, fair or parade permit has been issued by
13 the Street Department or the Board of Public Service for a festival, fair or parade to be
14 conducted within any of the aforementioned areas.

15 **PART I. - VENDORS LICENSE**

16 8.108A.050 - Vending business—Permitted—License required.

17 No person shall operate a business as a sidewalk vendor, vehicle vendor, itinerant vendor, or
18 festival vendor within Vending District without first having obtained a license according to the
19 provisions of this chapter. No person shall act as an agent or an employee for any person licensed
20 under the provisions of this chapter unless such person has first obtained an identification
21 certificate from the License Collector. No licensee shall permit any other person to act as agent

or employee for such licensee unless such person has first obtained an identification certificate from the License Collector.

8.108A.060 - Vendor's license—Application—Contents.

Application for a license shall be made in writing on a form provided by the License Collector, and signed by the applicant. If the applicant is a corporation, a duly authorized agent shall sign the application. The application shall contain the following information:

A.The full name, residence address and business address of the applicant and any employee of the applicant

B.The business telephone number of the applicant;

C.The type of license sought by the applicant;

D.A general description of the item or items to be sold;

E.A full face photograph of the applicant and a full face photograph of the applicant's employees, if applicable;

F.A written statement of clearance certifying that no current or past earnings and /or property taxes are due and payable to the City;

G.A statement from the Director of Revenue of the State of Missouri certifying that the applicant is not delinquent in the payment of any sales tax if the list of delinquent taxpayers provided to the City by the Director of Revenue indicates a delinquency on the part of such person.

Any such other information as may be required by the License Collector.

Subsequent to the issuance of a license, the licensee shall be required to notify the License Collector within 10 days of any changes in the information made part of the application.

8.108A.070 - Issuance of license—Contents—Exhibition.

Upon the filing of the completed application, the payment of the proper license fee as prescribed in this chapter, the License Collector shall deliver to the licensee a license.

Every license shall be numbered consecutively, and shall show the name, occupation and place of residence of the licensee and the period for which the license is issued.

Every license shall be color-coded in a manner to be determined by the License Collector.

Every license shall state the Vending District(s) in which the license shall be valid for the licensee to legally operate their vending business and every license shall instruct the licensee that the license is not legal in any other Vending District or Non Vending District.

Each licensee shall carry the license with him and shall exhibit it whenever required by any police officer or other officer authorized under the laws or ordinances to make arrests.

8.108A.080 - Identification certificate—Application—Contents.

Application for an employee identification Certificate shall be made in writing on a form provided by the License Collector, and signed by the applicant. The application shall contain the following information:

- A. The full name, residence address and business address of the applicant;
- B. The name of the applicant's employer;
- C. A full face photograph of the applicant;
- D. Any such other information as may be required by the License Collector.

1 The License Collector is authorized to charge a non-refundable application processing fee of
2 \$20.00 to be collected at the time of application. Subsequent to the issuance of an identification
3 certificate, the certificate holder shall be required to notify the License Collector within 10 days
4 of any changes in the information made part of the application. Each certificate holder shall carry
5 the certificate with him and shall exhibit it whenever required by any police officer or other
6 officer authorized under the laws or ordinances to make arrests.

7 8.108A.090 - Corporate applicant qualifications.

8 Each corporate applicant for a vending license shall be qualified to do business under the laws of
9 the State of Missouri.

10 8.108A.100 - Applicability of Health Code—Inspection.

11 All licensees and their employees shall be subject to and comply with all applicable requirements
12 and standards for dispensing and purveying food contained in Title Eleven of the Revised Code,
13 as amended, and rules and regulations promulgated thereunder by the Health Commissioner. All
14 food held, offered for sale, sold or given away by licensees shall be subject to and comply with
15 all applicable requirements for such food of the Revised Code and the rules and regulations
16 promulgated thereunder by the Health Commissioner.

17 8.108A.110 - Health inspections and analysis.

18 It shall be the duty of every licensee to permit inspections to be made and, when required, to
19 furnish samples of any foods kept, offered for sale or given away by the licensee as often as may
20 be deemed necessary to determine that the foods are free from adulteration, are not misbranded,
21 and do not contain an excessive number of microorganisms or their toxins. The licensee shall

1 answer all reasonable and proper questions and furnish records of the sampled product. Samples
2 shall be examined or analyzed by or under the direction of the City's Department of Health, and a
3 record of each such examination or analysis shall be made and kept in its office.

4 **PART II. - SIDEWALK AND VEHICLE VENDORS**

5 **8.108A.120 - Sidewalk and vehicle vendor's license—Application.**

6 Every individual who desires a license as a sidewalk or vehicle vendor shall make application
7 therefore in conformity with the provisions of this chapter relating to applications for licenses.

8 The fee for a sidewalk or vehicle vendor's license shall be \$200.00 per year. A non-refundable
9 application processing fee of \$25.00 shall be collected at the time of application; provided,
10 however, that upon the granting of a license, the amount of the application fee shall be credited
11 to the fee for said license.

12 **A. Licensed sidewalk vendors shall operate only in locations approved by permit and**
13 **administered by the Streets Department. The Street Department approves and**
14 **administers the locations where licensed sidewalk vendors may operate. The Street**
15 **Department does not permit "roaming" vending. The Street Department shall**
16 **maintain twenty (20) predetermined and approved sidewalk vending locations in the**
17 **downtown area where sidewalk vendors may operate according to the specified**
18 **conditions of their permit.**

19 **Licensed sidewalk vendors permit shall be approved prior to issuance by the Board**
20 **of Public Service. No such permit shall be approved unless it has been recommended**
21 **by the Director of Streets.**

22 **8.108A.130 - Sidewalk or vehicle vendor's license—Term.**

23 Any sidewalk or vehicle vendor's license issued according to the provisions of this chapter shall
24 be valid until December 31 of the year in which this chapter is enacted. Thereafter all licenses
25 shall be valid for one (1) year beginning on January 1 and ending on December 31. Renewal of
26 licenses shall be permitted beginning on December 1.

1 No license shall be issued under this chapter except for the full license period and the full license
2 fee.

3 **8.108A.140 - Additional permit requirements.**

4 The license collector shall issue the license to the applicant upon his meeting the following
5 conditions:

6 A. Present proof of compliance with all requirements deemed necessary by the Department
7 of Health, the Department of Streets, the Department of Public Safety or the Department
8 of Parks, Recreation and Forestry; and

9 B. Present proof of insurance in the amount of twenty-five thousand dollars/fifty thousand
10 dollars bodily injury coverage and property damage in the amount often thousand dollars
11 with an insurance company of good standing on each vehicle used in the operation of the
12 vending business.

13 C. **Present proof of insurance of a liability policy for one million dollars (\$1,000,000),**
14 **and the City of St. Louis must be listed as an additional insured.**

15 **8.108A.150 - Rules and regulations.**

16 A. **The business of sidewalk vending shall only be permitted between the hours of 6:00**
17 **a.m. and 11:00 p.m.**

18 B. **The business of mobile food vending shall only be permitted between the hours of**
19 **6:00 a.m. and 1:00 a.m.**

20 C. No pushcart or other vehicle related to the operation of a vending business shall be
21 located on any City sidewalk or other public way during non-vending hours, nor shall any
22 such pushcart or other item be parked, stored or left overnight.

23 D. A licensed vendor may not block the passage of the public through a public area or
24 interfere with access to ramps, curb cuts or other conveniences for individuals with
25 disabilities. If a sufficient crowd gathers to transact business with a licensed vendor such
26 that the passage of the public through a public area is blocked or that access to ramps,
27 curb cuts or other conveniences for individuals with disabilities is blocked a police
28 officer may disperse that portion of the crowd that is blocking the passage of the public.

29 E. A licensed vendor may not conduct a vending business in a public area so as to obstruct
30 access to private property, except with the prior written consent of the owner or manager
31 of the property.

32 F. The conduct and behavior of all licensed vendors shall comply in all respects with
33 existing noise ordinances.

34 G. No licensed vendor shall conduct a vending business within 150 feet from an existing
35 business which sells or offers for sale comparable goods or merchandise, **except when**
36 **operating within a designated vending market that is not located on a principal**

arterial street and is located within a Local Commercial and Office District as defined in Chapter 26 of the City Code.

- H. No licensed vendor shall conduct a vending business within 300 feet of a fair or festival unless such vendor has first obtained the written permission of the permit holder of the fair or festival and has been issued a festival vendor's license under the provisions of this chapter.
- I. Licensed vendors shall keep the sidewalks, street and other spaces adjacent to their vending sites or locations clean and free of paper, peelings and refuse of any kind. All trash or debris accumulating within fifteen (15) feet of any vending stand shall be collected and disposed of by the vendor each day of operation.
- J. Persons engaged in food or beverage vending shall affix to their pushcart a receptacle for litter that shall be maintained and emptied regularly and marked as being for litter.
- K. Licensed vendors may not put refuse from the operation of their pushcart in or beside any public trash container or in any drain along or in the streets or sidewalks.
- L. Licensed vendors may not leave their pushcart unattended at any time.
- M. A pushcart shall not be motor powered. Nothing in this paragraph shall prohibit the transportation of a licensed vendor's pushcart to and from the licensed vendor's authorized location by a motor-powered vehicle.
- N. The Director of Streets shall formulate any additional rules and regulations necessary for the proper administration of this chapter. Rules and regulations shall be maintained in the office of the Director of Streets and shall be available for public inspection during ordinary business hours.
- O. The Director of Streets shall maintain all applications and records for licensed vendors and shall publicly post on the Department's website a current list of all approved vendors operating within the City, including permit numbers and authorized locations. The Director shall update such list as necessary and shall distribute monthly notification reports summarizing approved vendor permits and locations to any person or entity that requests to receive such reports.**

8.108A.155- Mobile Food Vendor Permit Display.

Every licensed mobile food vendor shall display a permit decal issued by the Streets Department. The permit decal shall contain a unique permit number assigned by the City and shall be affixed to the exterior of the vending vehicle in a conspicuous location visible from the public right-of-way.

The permit decal shall meet the following requirements:

- A. The decal shall be no less than six (6) inches in diameter if circular, or no less than six (6) inches by six (6) inches if square.

- 1 **B. The assigned permit number shall be displayed in contrasting characters not less**
2 **than two (2) inches in height.**
- 3 **C. The decal shall be affixed to the upper passenger-side front windshield or the**
4 **exterior service side of the vehicle, unobstructed and clearly visible from the street.**
- 5 **D. The decal shall be tamper-resistant and issued exclusively by the Streets**
6 **Department.**
- 7 **E. No vendor shall operate a mobile food vending vehicle without the required permit**
8 **decal properly displayed.**
- 9 **F. The permit decal may include a scannable code linking to the City's public database**
10 **of licensed mobile food vendors.**

11 **8.108A.160 - License transfer prohibited.**

12 No transfer of ownership shall be allowed on any license issued hereunder.

13 **8.108A.170 - Licensed vendor's vehicles.**

- 14 A. Every wagon, cart or other vehicle used by a licensed vendor in or about his business
15 shall have the name of the owner and his address plainly, distinctly, and legibly painted
16 in letters and figures at least two inches in height in a conspicuous place on the outside of
17 each side of every such wagon, cart or other vehicle, and such name and address shall be
18 kept so painted plainly and distinctly at all times while such wagon, cart or other vehicle
19 is in use during the continuance of the license covering the use of such wagon, cart or
20 other vehicle.
- 21 B. No vehicle used for vending, selling or peddling within the City shall interfere with or
22 impede the flow of traffic on any City street. No vending vehicle shall violate any traffic
23 or parking laws, including the prohibition of double parking of the City.
- 24 C. Whenever the vehicle is stopped for the purpose of making a sale, it shall be stopped at
25 the right hand curb of the street at the extreme right hand edge of the pavement and shall
26 be legally parked. No sale shall be made from any such vehicle from other than the curb
27 side when said vehicle is legally parked or to any person who is standing in the normally
28 traveled portion of a City street or alley. At such stops the vehicle's motor shall be turned
29 off unless its operation is essential to producing the product sold.
- 30 D. No vehicle may be parked or stored in a restricted parking area.
- 31 E. Each vending vehicle subject to the provisions of this chapter shall be equipped with:
32 a. mechanical and electrical signaling device which while the vehicle is stopped to
33 make sales, will display flashing signals plainly visible from the front and rear,
34 during the day or night, indicating that sales therefrom are being made;
35 b. A receptacle for the disposal of wrappers, papers, containers and other trash.

1 F. All vehicles used in the sale of the products described in this chapter must be kept in a
2 clean and sanitary condition at all times, and when containing loads or parts of loads of
3 such products, they must be kept only in sanitary places that meet with the rules and
4 regulations of the City Health Department.

5 **G. All Vehicle Vendors must comply with the display requirements of Section**
6 **8.108A.155.**

7 **PART III. - FESTIVAL VENDORS**

8 **8.108A.180 - Festival vendor license—Application.**

9 Every individual who desires to operate a vending business at a festival, fair or parade shall
10 make application for a festival vendor license in conformity with the provisions of this chapter
11 relating to applications for licenses. The fee for a festival vendor's license shall be \$75.00. A
12 non-refundable application processing fee of \$25.00 shall be collected at the time of application;
13 provided, however, that upon the granting of a license, the amount of the application fee shall be
14 credited to the fee for said license. The sponsor of the fair, festival or parade and the vendor shall
15 be jointly and severally liable for obtaining a festival vendor's license from the License
16 Collector.

17 **8.108A.190 - Exemptions.**

18 Any vendor at a fair or festival which is three (3) calendar days or less in duration or any
19 vending business which is operated at any fair, festival or parade solely for the benefit of a not-
20 for-profit organization as defined by Section 501 (c) (3) of the Internal Revenue Code shall be
21 exempt from the payment of a festival vendor license fee. Festival vendors shall not be required
22 to obtain employee identification certificates for individuals who assist the licensee in the
23 operation of a festival vending business. Exempted festival vendors shall be required to comply
24 with all other provisions of this chapter.

8.108A.200 - Festival vendor's license—Term.

A festival vendor's license shall only be valid for the period of time during which the fair, festival or parade is held.

8.108A.210 - Festival vendor's license—Contents.

In addition to any other requirement contained in this chapter, the festival vendor's license shall include name and address of sponsor of fair, festival or parade, name and address, social security number and federal identification number of organization or vendor, type of article to be sold, days of vending, and other information deemed necessary by the License Collector.

8.108A.220 - Registration in advance.

All festival vendors shall be registered at least twenty-one (21) days prior to the fair, festival or parade at which they intend to sell goods or merchandise. The License Collector may waive this provision for good cause shown.

8.108A.230 - Additional license and permit requirements.

No festival vendor offering any goods, wares, merchandise, food or beverage exclusively at a fair, festival or parade pursuant to the provisions of this chapter, is required to have any additional business or merchants license except for a license or permit required by the excise laws of the City.

8.108A.235 - Sampling prohibited within festival areas.

No person shall knowingly distribute or furnish without charge, or cause to be furnished or distributed without charge any goods, wares, merchandise, flowers, horticultural products, food or beverages from a table, wagon, pushcart, handcart or other non-motorized vehicle, or from a pack, basket or similar container, or hand held display upon any public sidewalk, street, park,

roadway, or roadway median within any area designated by valid City of St. Louis permit as a festival area.

8.108A.310 - Rules and regulations for City Parks Vending Districts.

A. Except as provided in Chapter 22.20 of the Revised Code, as amended, pertaining to awarding concession contracts in City parks, no person shall vend or operate a vending business in any City park without first having obtained a license in accordance with the provisions of this chapter and a permit from the Director of Parks, Recreation and Forestry.

B. The Director of Parks, Recreation and Forestry is authorized to establish rules, regulations and fee schedules not inconsistent with the provisions of this chapter necessary for the proper administration of operating a vending business within City Park Vending Districts; Such rules, regulations and fee schedules shall be maintained in the office of the Director and shall be available for public inspection during ordinary business hours.

8.108A.315 - Reserved.

PART V. - GENERAL PROVISIONS

8.108A.320 - Applicability—Souard Market vendors—Contracted to concessionaires.

The provisions of this chapter shall not apply to any person operating a business within the Souard Market Area under an agreement with the Director of Public Utilities or any person who has entered into a concession contract with the City of St. Louis.

8.108A.340 - Applicability—Sellers of farm produce or products or seller's employees.

1 The provisions of Section 8.108A.050 of this chapter requiring vendors within the City of St.
2 Louis to obtain a license shall not apply to the sale of any farm produce or farm products
3 including but not limited to any horticultural products, fruits, vegetables, garden products, butter,
4 eggs, or poultry by any farmer or producer, or any employee of any farmer or producer, who
5 shall grow or process such farm produce or farm products.

6 **8.108A.350 - Complaints and Violation of chapter—Confiscation and release of goods.**

7 **Any formal complaints about an operating mobile food vendor shall be reported to the**
8 **Citizen’s Service Bureau.**

9 **Each alleged violation will be investigated by the Streets Department for legitimacy; if**
10 **three legitimate violations are substantiated, then the food truck permit shall be suspended**
11 **for 2 weeks; if five violations are determined to exist, then the food truck permit will be**
12 **revoked for one calendar year.**

13 Any goods, wares, merchandise, flowers, horticultural products, food or beverages sold or
14 offered for sale by a vendor who is charged with a violation of this chapter shall be confiscated
15 by the police department or the health department and held pending the prosecution of such
16 violation.

17 A. Any goods, wares, merchandise, flowers, horticultural products, services, food or
18 beverages being held pursuant to this section shall only be released upon notification by
19 the warrant officer for municipal violations that such goods, wares, merchandise, flowers,
20 horticultural products, services, food or beverages are no longer necessary for
21 prosecution.

1 B. If such goods, wares, merchandise, flowers, horticultural products, services, food or
2 beverages are not redeemed by the vendor or the vendor's agent within a reasonable time
3 after the disposition of any summons issued for a violation of this chapter, they may be
4 disposed of in any manner deemed in the best interest of public health and safety.

5 **8.108A.355 - Review Period**

6 **The Streets Department shall conduct a review of the implementation and effectiveness of**
7 **this ordinance within one (1) year of its effective date and shall provide a report of its**
8 **findings and any recommendations to the Board of Aldermen.**

9 **8.108A.360 - Penalty.**

10 Any person who is found guilty or enters a plea of guilty to a violation of any provision of this
11 chapter, or who knowingly furnishes false information on any license or permit application
12 required by this chapter, shall be subject to a fine of not less than \$100.00 nor more than \$500.00
13 or to a term of imprisonment of not more than ninety (90) days or both a fine and imprisonment.

14 **8.108A.370 - Revocation of license.**

15 The License Collector shall revoke any vendor's license issued herein if the licensee is found
16 guilty or enters a plea of guilty to a violation of any provision of this chapter or violates any
17 license regulation promulgation under the authority of this chapter. A licensee shall not be
18 entitled to a refund of the fees paid for any license which is subsequently revoked as provided
19 herein.

**BOARD BILL NUMBER 43 AS AMENDED IN COMMITTEE INTRODUCED BY
ALDERWOMAN ANNE SCHWEITZER**

An Ordinance recommended by the Board of Estimate and Apportionment amending Ordinance Number 71393, Ordinance Number 71494, Ordinance Number 71554, Ordinance Number 71555, Ordinance Number 71561, Ordinance Number 71591, Ordinance Number 71592, Ordinance Number 71650, Ordinance Number 71696, Ordinance Number 71840, Ordinance Number 71864, and Ordinance Number 72125 by reappropriating certain amounts specified herein in an aggregate amount of Three Million Sixty-Seven Thousand Eighty-Six and 60/100ths dollars (\$3,067,086.60), of which Two Millions Three Hundred Seventy-Eight Thousand Six Hundred Forty-Nine and 62/100ths dollars (\$2,378,649.62) is appropriated for water infrastructure replacement and repair projects and \$688,436.98 Six Hundred Eighty-Eight Thousand Four Hundred Thirty-Six and 98/100ths dollars is appropriated for food assistance; and with an emergency clause.

WHEREAS, the City appropriated American Rescue Plan Act (“ARPA”) State and Local Fiscal Relief funds in several ordinances including Ordinance Number 71393, Ordinance 71494, Ordinance Number 71554, Ordinance Number 71555, Ordinance Number 71650, Ordinance Number 71561, Ordinance Number 71591, Ordinance Number 71592, Ordinance Number 71650, Ordinance 71696, Ordinance Number 71840, Ordinance Number 71864, and Ordinance Number 72125; and

WHEREAS, some of those funds have not been spent, and the City seeks to use them for different purposes.

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

SECTION ONE. Ordinance Number 71393 is amended by reappropriating the following amounts from the specified Sources of Funds: Twenty-Three Thousand Nine Hundred Eighty-

1 Six and 22/100ths Dollars (\$23,686.22) of the funds that were appropriated in that ordinance for
2 Healthy Home Repair Program; Eight Thousand Seven Hundred Dollars (\$8,700) of the funds
3 that were appropriated in that ordinance for Home Repair Tax Relief Program; Twenty-Nine
4 Thousand Eight Hundred Forty-Four and 56/100ths Dollars (\$29,844.56) of the funds that were
5 appropriated in that ordinance for Food Assistance; Three Hundred Six Thousand Seven
6 Hundred Ninety-Nine and 68/100ths Dollars (\$306,799.68) that were appropriated in that
7 ordinance for Small Business Grants; Seven Thousand Five Hundred Ninety-Six and 94/100ths
8 Dollars (\$7,596.94) for Expanding Broadband and Public WiFi; One Hundred Twenty-Seven
9 Thousand Seven Hundred Ninety-One and 52/100ths (\$127,791.52) of the funds that were
10 appropriated in that ordinance for Community Violence Intervention Programs; Six Hundred
11 Eighty-Eight Thousand Four Hundred Thirty-Six and 98/100ths Dollars (\$688,436.98) of the
12 funds that were appropriated in that ordinance for Direct Support Care Workers; Five Hundred
13 Dollars (\$500) of the funds that were appropriated in that ordinance for Targeted Cash
14 Assistance; 18/100ths Dollars (\$.18) of the funds that were appropriated in that ordinance for
15 Emergency Shelter; Thirty-Four Thousand Eight Hundred Eighty-Eight and 26/100ths Dollars
16 (\$34,888.26) of the funds that were appropriated in that ordinance for CEMA Financial Services
17 and Compliance; and Four Hundred Seventy-Two and 63/100ths Dollars (\$472.63) of the funds
18 that were appropriated in that ordinance for Legal Services. All of such Sources of Funds hereby
19 are appropriated and set apart for the Uses of Funds shown on **Exhibit A**.

20 **SECTION TWO. Ordinance 71494** is amended by reappropriating the following amounts from
21 the specified Sources of Funds: Three Hundred Ninety Dollars (\$390.00) of the funds
22 appropriated in that ordinance for LED Street Light Conversions and Fifty-Seven and 3/100ths

Dollars (\$57.03) of the funds appropriated in that ordinance for Refuse Trash Task Force Camera Upgrades. All of such Sources of Funds hereby are appropriated and set apart for the Uses of Funds shown on **Exhibit A**.

SECTION THREE. Ordinance 71554 is amended by reappropriating the following amount from the specified Source of Funds: Eighteen Thousand One Hundred Sixty-Four and 72/100ths Dollars (\$18,164.72) of the funds appropriated in that ordinance for the Reproductive Equity Fund. Such funds hereby are appropriated and set apart for the Uses of Funds shown on **Exhibit A**.

SECTION FOUR. Ordinance Number 71555 is amended by reappropriating the following amounts from the specified Sources of Funds: Two Hundred Seventeen Thousand Three Hundred Forty-Three and 49/100ths Dollars (\$217,343.49) of the funds appropriated in that ordinance for Summer and Year-Round Youth Programming and Three Hundred Twenty-Three Thousand Seven Hundred Thirty-Six and 18/100ths Dollars (\$323,736.18) of the funds appropriated in that ordinance for Community Violence Intervention Programs. All of such Sources of Funds hereby are appropriated and set apart for the Uses of Funds shown on **Exhibit A**.

SECTION FIVE. Ordinance Number 71561 is amended by reappropriating the following amount from the specified Source of Funds: One Hundred Six Thousand Dollars (\$106,000) of the funds appropriated in that ordinance for General Operating Support Grants. Such funds hereby are appropriated and set apart for the Uses of Funds shown on **Exhibit A**.

SECTION SIX. Ordinance Number 71591 is amended by reappropriating the following amounts from the specified Sources of Funds: Three Thousand Three Hundred Twenty-Two and

00/100ths Dollars (\$3,322.00) of the funds appropriated in that ordinance for Animal Care and Control; Ninety-One Thousand Six Hundred Ninety-Seven and 74/100ths Dollars (\$91,697.74) of the funds appropriated in that ordinance for Behavioral Health; One Hundred Thousand Dollars (\$100,000) of the funds appropriated in that ordinance for Early Childhood Education; 94/100ths Dollars (\$.94) of the funds appropriated in that ordinance for Housing Stabilization; and Sixty-Five Thousand Dollars (\$65,000) of the funds appropriated in that ordinance for Youth & Juvenile Diversion Programming. All of such Sources of Funds hereby are appropriated and set apart for the Uses of Funds shown on **Exhibit A**.

SECTION SEVEN. Ordinance Number 71592 is amended by reappropriating the following amounts from the specified Sources of Funds: Twenty-Eight Thousand One Hundred Eighty-Eight and 6/100ths Dollars (\$28,188.06) of the funds appropriated in that ordinance for Affordable Housing Production and Preservation; One Hundred Fifty-Three Thousand Five Hundred Fifty-Six and 11/100ths Dollars (\$153,556.11) of the funds appropriated in that ordinance for Neighborhood Beautification; and Six Thousand One Hundred Fifty and 81/100ths Dollars (\$6,150.81) of the funds appropriated in that ordinance for Skill Up Challenge for CDLs. All of such Sources of Funds hereby are appropriated and set apart for the Uses of Funds shown on **Exhibit A**.

SECTION EIGHT. Ordinance Number 71650 is amended by reappropriating the following amounts from the specified Sources of Funds: Two Hundred Seventy Dollars (\$270) of the funds appropriated in that ordinance for Workplace Modernization and Enhancements; Twenty-Two and 19/100ths Dollars (\$22.19) of the funds appropriated in that ordinance for Sidewalk Improvements; and Thirty Thousand Four Hundred Eighty-Nine and 44/100ths Dollars

1 (\$30,489.44) of the funds appropriated in that ordinance for CAD Software for 911. All of such
2 Sources of Funds hereby are appropriated and set apart for the Uses of Funds shown on **Exhibit**
3 **A.**

4 **SECTION NINE. Ordinance Number 71696** is amended by reappropriating the following
5 amounts from the specified Source of Funds: Five Hundred Seventy-Three Thousand Three
6 Hundred Twelve and 00/100ths Dollars (\$573,312.00) of the funds appropriated in that
7 ordinance for the North City Commercial Corridors Program. All of such funds hereby are
8 appropriated and set apart for the Uses of Funds shown on **Exhibit A.**

9 **SECTION TEN. Ordinance Number 71840** is amended by reappropriating the following
10 amounts from the specified Source of Funds: Fourteen and 16/100ths Dollars (\$14.16) of the
11 funds appropriated in that ordinance for the Impacted Tenants Fund. All of such funds hereby
12 are appropriated and set apart for the Uses of Funds shown on **Exhibit A.**

13 **SECTION ELEVEN. Ordinance Number 71864** is amended by reappropriating the following
14 amounts from the specified Sources of Funds: Ninety-Seven Thousand Nine Hundred Fifty-Two
15 Dollars (\$97,952) of the funds appropriated in that ordinance for Violence Reduction; Four
16 Hundred Twenty-Two and 50/100ths Dollars (\$422.50) of the funds appropriated in that
17 ordinance for Administration; Ninety-Two and 9/100ths Dollars (\$92.09) of the funds
18 appropriated in that ordinance for Sidewalk Improvements; and Twenty-Two Thousand Five
19 Hundred Thirty-Three and 37/100ths Dollars (\$22,533.37) of the funds appropriated in that
20 ordinance for Capital Repairs and Supplies. All of such Sources of Funds hereby are
21 appropriated and set apart for the Uses of Funds shown on **Exhibit A.**

22 **SECTION TWELVE.** Six Hundred Three and 62/100ths Dollars (\$603.62) of the funds listed

on Exhibit A of Ordinance 72125 for reappropriation from the Board of Public Service Recreation Center Pool Renovation funds were included in error, as this amount of spending for the Recreation Center Pool Renovation project was from local funds and not ARPA funds. This item is listed as a negative amount on Exhibit A for the purpose of clarification.

SECTION THIRTEEN. The sum of Two Million Three Hundred Seventy-Eight Thousand Six Hundred Forty-Nine and 62/100ths Dollars (\$2,378,649.62) of the Sources of Funds on Exhibit A is allocated to reimburse the Water Division for a portion of its expenditures that were made with Water Division funds between March 3, 2021 and December 31, 2024, as allowed by the ARPA guidance for the revenue loss/provision of government services eligibility category. The Director of Public Utilities or the Water Commissioner as his designee is authorized and is directed to expend those \$2,378,649.62 for water infrastructure replacement and repair projects. The sum of Six Hundred Eighty-Eight Thousand Four Hundred Thirty Six and 98/100ths Dollars (\$688,436.98) of the Sources of Funds on Exhibit A hereby is appropriated for Food Assistance. The Director of the Department of Human Services or his designee is authorized and directed to expend those excess funds by amendment to a contract for food assistance that was obligated with ARPA funds by December 31, 2024. The Comptroller is authorized and directed to issue warrants to the Treasurer for payment of all expenditures authorized in this Section provided that such warrants do not exceed the total amount of funds appropriated by this Section.

SECTION FOURTEEN. Emergency Clause. This ordinance being deemed necessary for the immediate protection of the public health and welfare, for public works and improvements, and for appropriation of funds for payment of current expenditures, it is hereby declared to be an emergency ordinance within the meaning of Sections 19 and 20 of Article IV of the City Charter

1 and shall take effect upon its approval by the Mayor.

Summary
Board Bill Number 44
Introduced by Alderwoman Laura Keys
June 12, 2026

The City of St. Louis is the owner of certain real property located at 4052 Camellia Avenue, St. Louis, Missouri 63115 (the "Property"). The Property currently sits as vacant and will be a side lot for the owner, Willie Jarman. The sale price is \$200.00.

The proposed Bill will have a positive impact on the community, as it will help beautify the neighborhood and surrounding areas.

BOARD BILL NUMBER 44 INTRODUCED BY ALDERWOMAN LAURA KEYS

1 An ordinance authorizing and directing the Mayor and Comptroller of the City of St. Louis to
2 execute, upon receipt of and in consideration of the sum of Two Hundred and No Dollars
3 (\$200.00) and other good and valuable consideration, a Quit Claim Deed to remise, release, and
4 forever quit-claim unto Willie Jarman certain City-owned property located in City Block 4411A,
5 which property is known and numbered as 4052 Camellia Avenue in the City of St. Louis,
6 Missouri and containing an emergency clause.

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

8 **SECTION ONE.** The Mayor and Comptroller are hereby authorized and directed to execute,
9 upon receipt of, and in consideration of, the sum of Two Hundred Dollars (\$200.00), and other
10 good and valuable consideration, the Quit Claim Deed attached hereto as **Exhibit A** and
11 incorporated by reference herein, to remise, release and forever quit-claim unto Willie Jarman
12 certain City-owned property located in City Block 4411A, which property is known as 4052
13 Camellia Avenue, St. Louis, Missouri and which is more fully described in said **Exhibit 1**.

14 **SECTION TWO.** The Mayor and Comptroller of the City or their designated representatives
15 are hereby authorized to take any and all actions to execute and deliver for and on behalf of the
16 City any and all additional certificates, documents, agreements, or other instruments as may be
17 necessary, desirable, convenient, or proper in order to carry out the matters herein authorized.

18 **SECTION THREE.** The Mayor and the Comptroller or their designated representatives, with
19 the advice and concurrence of the City Counselor and after approval by the Board of Estimate
20 and Apportionment, are hereby further authorized and directed to make any changes to the

1 documents, agreements and instruments approved and authorized by this Ordinance as may be
2 consistent with the intent of this Ordinance and necessary and appropriate in order to carry out
3 the matters herein authorized, with no such further action of the Board of Aldermen necessary to
4 authorize such changes by the Mayor and the Comptroller or their designated representatives.

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

Board Bill Number 44
Exhibit A

QUIT CLAIM DEED

THIS DEED, made and entered into this ____ day of _____ 2026 by and between the City of St. Louis, a municipal corporation of the State of Missouri, 1200 Market Street, St. Louis, Missouri 63103, (Grantor), and Willie Jarman, whose address is _____, St. Louis, Missouri 631__ (Grantee).

WITNESSETH, that the said Grantor, for and in consideration of the sum of Two Hundred Dollars (\$200.00) to it paid by said Grantee, and other good and valuable consideration, the receipt of which is hereby acknowledged, does by these presents Remise, Release, and Quit-Claim unto the said Grantee, the following described Real Estate, situated in the City of St. Louis and State of Missouri, to-wit:

See Exhibit 1 attached hereto and incorporated into this deed.

TO HAVE AND TO HOLD the same, together with all rights and appurtenances to the same belonging, unto the said Grantee, and to its heirs and assigns, so that neither the said Grantor, nor its heirs, nor any other person or persons for it or in its name or behalf, shall or will hereafter claim or demand any right or title to the aforesaid premises, or any part thereof, but they and every one of them shall, by these presents, be excluded and forever barred.

IN WITNESS WHEREOF, the said Grantor and Grantee have executed these presents the day and year first above written.

THE CITY OF ST. LOUIS
(Grantor)

WILLIE JARMAN
(Grantee)

By: _____
Cara Spencer, Mayor

By: _____

By: _____
Donna M.C. Baringer, Comptroller

Approved as to Form, only:

Michael Garvin, City Counselor

Attest:

Amber Simms
Register

STATE OF MISSOURI

) ss.

CITY OF ST. LOUIS

)

On this ____ day of _____, 2026, before me personally appeared Cara Spencer and Donna M.C. Baringer to me personally known, who being by me duly sworn did say that they are Mayor and the Comptroller of the City of St. Louis, respectively, and that they are authorized to execute this Quit-Claim Deed on behalf of the City of St. Louis under the authority of Ordinance _____ and acknowledge said instrument to be the free act and deed of the City of St. Louis.

IN TESTIMONY WHEREOF, I have hereunto set my hand and affixed my official seal in the City and State aforesaid, the day and year first above written.

Notary Public

STATE OF MISSOURI

)

) ss.

CITY OF ST. LOUIS

)

On this ____ day of _____, 2026, before me personally appeared _____ to me known to be the person or persons described in and who executed the foregoing instrument, and acknowledge that he executed the same as his free act and deed.

IN TESTIMONY WHEREOF, I have hereunto set my hand and affixed my official seal in the City and State aforesaid, the day and year first above written.

Notary Public

Board Bill Number 44
Exhibit 1

A TRACT OF LAND IN BLOCK 54 OF JOHN J. ANDERSON & JOHN S. DEADERICK'S SUBDIVISION OF THE WHITE FARM IN CITY BLOCK 4411A OF THE CITY OF ST. LOUIS, MISSOURI AND BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS: BEGINNING AT THE NORTHWEST CORNER OF SAID TRACT, BEING THE INTERSECTION OF THE SOUTHWEST RIGHT OF WAY LINE OF KOSSUTH AVENUE AND THE NORTHEAST RIGHT OF WAY LINE OF CAMELLIA AVENUE; THENCE ON SAID SOUTHWEST RIGHT OF WAY LINE OF KOSSUTH AVENUE, S61°04'34"E A DISTANCE OF 117.10 FEET; THENCE S29°03'02"W A DISTANCE OF 9.66 FEET; THENCE N61°00'21"W A DISTANCE OF 117.10 FEET; THENCE N29°01'32"E A DISTANCE OF 9.51 FEET TO THE POINT OF BEGINNING.

SAID TRACT OF LAND CONTAINS 1,122 SQUARE FEET AND IS SUBJECT TO ANY PREVIOUS EASEMENTS, AGREEMENTS, CONDITIONS, BUILDING LINES, RESTRICTIONS, AND SURVEYS OF RECORD.

Summary
Board Bill Number 35
Introduced by Alderman Michael Browning
May 29th, 2026

An ordinance directing the Director of Streets to install speed humps in the 9th ward.

BOARD BILL NUMBER 33 INTRODUCED BY ALDERMAN MICHAEL BROWNING

Pursuant to **Ordinance Number 70333** as amended by **Ordinance Number 71394**, an ordinance directing the Director of Streets to install speed humps to calm the flow of traffic on the 4300 block of West Pine Boulevard.

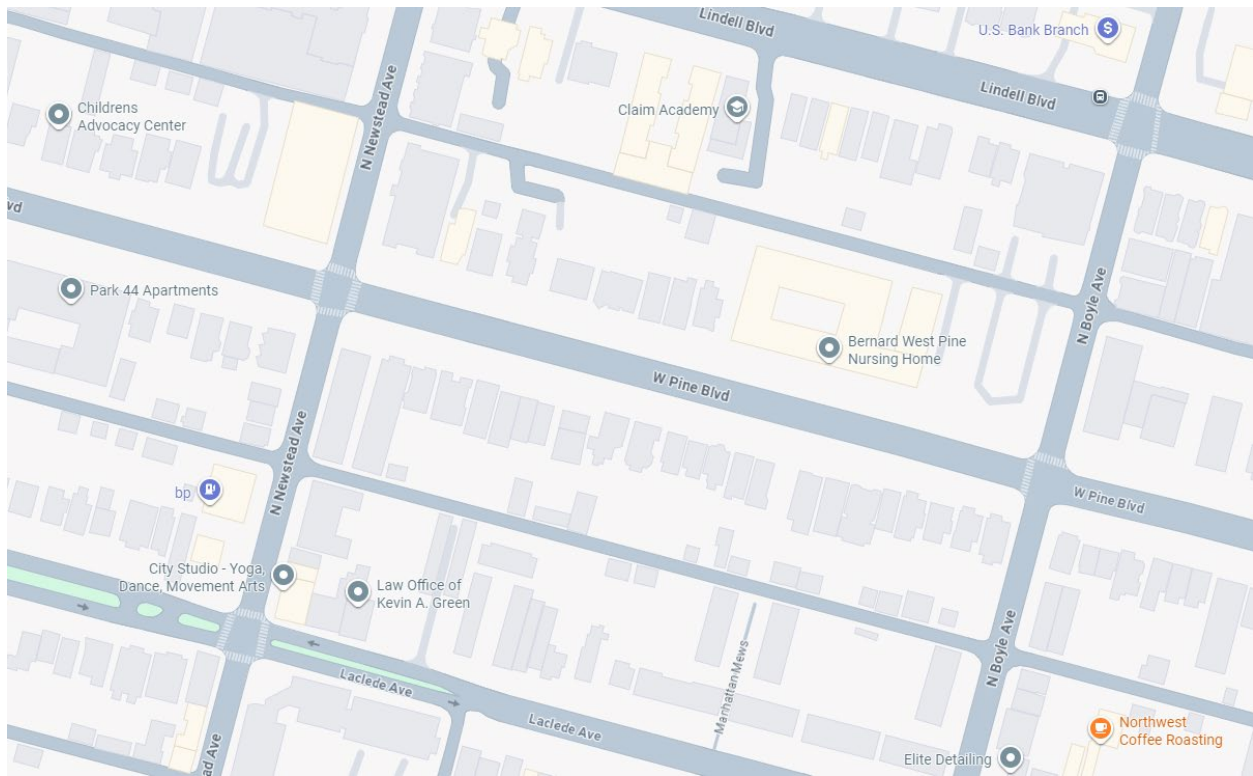
BE IT ORDAINED BY THE CITY OF ST. LOUIS, AS FOLLOWS:

SECTION ONE. Pursuant to **Ordinance Number 70333** as amended by **Ordinance Number 71394** the Director of Streets is hereby directed to install speed humps to calm the flow of traffic on various blocks in the 9th ward as follows:

1. Speed Humps shall be installed on the 4300 Block of West Pine Blvd
2. Speed Humps shall be installed on the 300-500 Block of N. Euclid

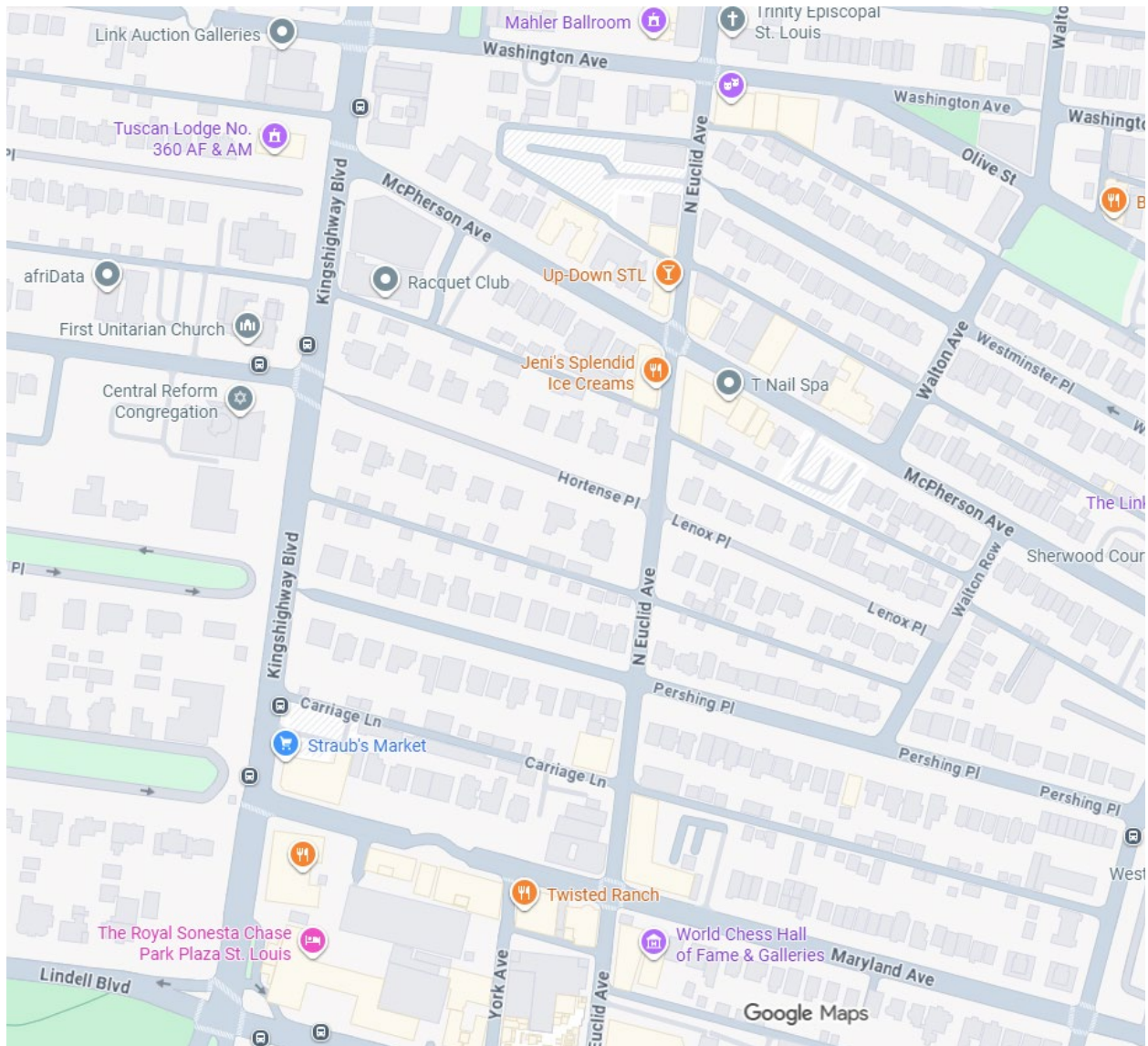
Board Bill Number 33
Map of the 4300 Block of West Pine

Exhibit A



Board Bill Number 33
Map of the 300-500 Block of North Euclid

Exhibit B



Summary

Board Bill Number 8

Introduced by Alderwoman Anne Schweitzer

May 1, 2026

An ordinance relating to the appointment of and salaries of certain Employees in the Collector of Revenue's Office pursuant to Section 82.610, Revised Statutes of Missouri, by repealing **Ordinances Number 71966**; allocating certain other employees to a grade with rate; and including an emergency clause. The provisions of the sections contained in this ordinance shall be effective with the start of the first pay period following approval by the Mayor.

**BOARD BILL NUMBER 8 INTRODUCED BY ALDERWOMAN ANNE SCHWEITZER
COSPONSORS: ALDERWOMAN ALISHA SONNIER/ALDERMAN RASHEEN
ALDRIDGE**

An ordinance relating to the appointment of and salaries of certain Employees in the Collector of Revenue's Office pursuant to Section 82.610, Revised Statutes of Missouri, by repealing **Ordinance 71966**; allocating certain other employees to a grade with rate; and including an emergency clause. The provisions of the sections contained in this ordinance shall be effective with the start of the first pay period following approval by the Mayor.

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

SECTION ONE.

Ordinance 71966 (Chapter 4.44, Rev. Code, St. Louis, Anno), and all other ordinances or parts of ordinance conflicting or inconsistent with the provisions of this ordinance are hereby repealed; and a new ordinance and chapter is hereby enacted, to read as follows:

SECTION TWO. Alphabetical List of Classes

Pursuant to Section 82.610, Revised Statutes of Missouri, the Collector of Revenue is hereby authorized to appoint and employ the following officers and employees with bi-weekly rates, in accordance with the following classification plan, to a grade with rates established in Section Three of this ordinance.

Title	Grade
Accounting Clerk	11G
Accounting Manager	15M
Administrative Assistant	13G

**Page 1 of 10
Board Bill Number 8
Schweitzer
May 1, 2026**

1	Assistant Collector	17M
2	Audit Specialist	15M
3	Collections Specialist I	12G
4	Collections Specialist II	13G
5	Custodian	8G
6	Data Processing Clerk	9G
7	Deputy Collector/Chief of Staff	23M
8	Director of Revenue Technology	21M
9	Human Resources Manager	18M
10	Information Systems Administrator	20M
11	Office Coordinator	13G
12	Paralegal	15M
13	Payroll Specialist	10G
14	Revenue Clerk I	8G
15	Revenue Clerk II	9G
16	Revenue Clerk III	10G
17	Revenue Clerk IV	11G
18	Revenue Clerk V	12G
19	Revenue Data Analyst	15M
20	Revenue Manager	15M

Page 2 of 10
Board Bill Number 8
Schweitzer
May 1, 2026

1	Special Project Coordinator	16M
2	Staff Attorney	18M
3	Supervisor I	12G
4	Supervisor II	13G
5	Supervisor III	14G
6	Supervisor, Cashier	13G
7	Support Specialist	10G
8	System Analyst I	13G
9	System Analyst II	16M
10	System Development Specialist	15M
11	Taxpayer Cashier	9G
12	Taxpayer Customer Specialist	9G
13	Technical Support Specialist	13G

14 **SECTION THREE. General Pay Schedule**

15 (1) There is hereby adopted as the compensations schedule for all pay grades which are
16 denoted by the suffix "G" and "M" in Section two of this ordinance, the following ranges of
17 salary beginning with the bi-weekly pay period concurrent with the effective date of this
18 ordinance.

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

20 **GRADE MINIMUM MAXIMUM**

1	8	1,600	2,379
2	9	1,648	3,049
3	10	1,697	3,394
4	11	1,748	3,605
5	12	1,801	3,780
6	13	1,855	3,897
7	14	1,910	4,461
8	15	1,968	4,919
9	16	2,131	5,355
10	17	2,445	6,089
11	18	2,805	7,271
12	19	3,221	6,891
13	20	3,699	7,955
14	21	3,810	8,910
15	22	4,306	9,973
16	23	4,647	12,413

17 **SECTION FOUR.**

18 These salaries shall be paid out of fees collected, deducted and retained by the Collector
19 of Revenue as provided by Section 82.650 and 82.670, Revised Statutes of Missouri.

20 **SECTION FIVE.**

1 (a) All pay schedules established in Ordinances 71966 shall continue in effect until the
2 beginning of the bi-weekly pay period effective upon passage of this ordinance.

3 (1) Based upon the service rating of an employee together with the standards of
4 performance established by the Collector of Revenue shall determine eligibility for a **one and**
5 **one half (1.5%)** increase or at the discretion of the Collector of Revenue up to a 10% increase
6 (merit) for exceptional performance of duties.

7 **(2) Effective upon approval of the mayor all full-time employees whose bi-weekly**
8 **range is within the range of pay or above the maximum of the range of pay shall have their**
9 **bi-weekly rate increased by three percent (3%) effective with the start of the first pay**
10 **period which includes the effective date of this ordinance. All full-time employees**
11 **employed on May 31, 2026, shall receive a one-time, lump-sum payment of \$1,000.00 paid**
12 **on June 5, 2026. Upon passage of this Ordinance an emergency clause will be in effect. All**
13 **full-time employees who meet the eligibility requirements for FML approval will be**
14 **entitled to 6 weeks of paid Family Medical Leave as per Administrative Rule No. 133.**

15 The compensation of the collector of revenue in a city not within a county may be annually
16 increased by an amount equal to the annual salary adjustment for employees of such a city as
17 approved by the board of aldermen of such city as governed by RSMO Section 82.599.1

18 **SECTION SIX.**

19 (a) An appointing authority may evaluate the performance of an employee whose salary
20 is established in Section 3(a) of this ordinance for the purpose of a salary adjustment.

1 (1) Exceptional performance of duties:

2 The Collector of Revenue may increase the salary of an employee who demonstrates
3 exceptional performance of duties after serving twenty-six (26) weeks of employment at the
4 same rate in the salary range by not more than ten percent (10%) or to the closest step in the pay
5 range which provides not more than a ten percent (10%) increase; this may be in addition to any
6 merit increase received.

7 (2) Substandard performance of duties:

8 The Collector of Revenue may reduce the salary of an employee whose level of
9 performance or assigned duties is significantly diminished and no longer warrants payment at the
10 current rate within the range as provided in Section 3 (a). The granting of any such increase or
11 decrease in salary shall be made at the beginning of a payroll period.

12 (b) An appointing authority may approve a within-range salary adjustment in any whole dollar
13 increment up to ten percent (10%) of an employee's bi-weekly base.

14 (c) The pay of any employee may be decreased as a disciplinary action at the discretion
15 of the Collector of Revenue lower rate. Any such decrease shall be made in accordance with
16 established disciplinary procedures. The decrease shall not be greater than fifteen percent (15%)
17 of the current salary range. The decrease may be below the minimum of the pay range for the
18 class. At the discretion of the Collector of Revenue a determination may be made for a specific
19 number of bi-weekly periods or for an undetermined time.

20 **SECTION SEVEN.**

Whenever the Collector of Revenue finds it necessary to add a new class or reallocate the grade of a class of position in the classification plan, the Collector shall allocate or reallocate the class to an appropriate grade or add or amend any section this Ordinance and notify the Board of Aldermen of his action.

SECTION EIGHT. Holidays

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

<u>DATE</u>	<u>HOLIDAY</u>
January 1	New Year's Day
Third Monday in January	Rev. Martin Luther King Jr. Day
February 20	President's Day
Last Monday in May	Memorial Day
June 19	Juneteenth
July 4	Independence Day
First Monday in September	Labor Day
November 12	Veterans' Day
Fourth Thursday in November	Thanksgiving Day
Fourth Friday in November	Day after Thanksgiving Day

December 25

Christmas Day

The Collector of Revenue shall not grant holiday leave with pay, holiday pay, or compensatory holiday time off except as provided in this Section.

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

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

The Collector of Revenue shall determine the manner of granting holidays. When full-time employees are required to work on a holiday they shall be entitled to compensation for the holiday and the hours actually worked. Compensation for the holiday shall be in an amount

1 proportionate to the number of hours an employee is regularly scheduled to work in a day or
2 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 If an employee is docked from the payroll for one hour or more on the full scheduled
8 workday preceding a holiday, the full scheduled workday following a holiday or on a scheduled
9 holiday, the employee shall not be compensated for the holiday at the discretion of the Collector
10 of Revenue.

11 The holiday compensation procedures established by this section shall apply to full-time
12 employees paid a bi-weekly rate. Part-time bi-weekly paid employees shall be compensated for
13 holidays in proportion to the percentage of time they are regularly scheduled to work.

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

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

19 **SECTION NINE. Emergency Clause**

20 The passage of this ordinance being deemed necessary for the immediate preservation of

- 1 the public peace, health and safety, it is hereby declared to be an emergency measure and the
- 2 same shall take effect and be in force immediately upon its approval by the Mayor.

FISCAL NOTE BOARD BILL NUMBER 8

Preparer's Name Cheryl Campbell

Phone Number or Email Address (will be available publicly) campbellch@stlouis-mo.gov

Bill Sponsor Alderwoman Anne Schweitzer

Bill Synopsis:	<i>An ordinance relating to the appointment of and salaries of certain employees in the Collector of Revenue's Office pursuant to Section 82.610, Revised Statutes of Missouri, by repealing Ordinance 71966; allocating certain employees to grades with rates; providing for salary adjustments including a general increase and one-time payment; and including an emergency clause.</i>
Type of Impact:	<i>Estimated (Personnel Cost – Special Fund Supported)</i>
Agencies Affected:	<i>Collector of Revenue</i>

SECTION A

Does this bill authorize:

- An expansion of services which entails additional costs beyond that approved in the current adopted city budget? ___Yes XNo
- An undertaking of a new service for which no funding is provided in the current adopted city budget? ___Yes XNo
- A commitment of city funding in the future under certain specified conditions? ___X___Yes ___No
- An issuance of bonds, notes and lease-purchase agreements which may require additional funding beyond that approved in the current adopted city budget? ___Yes ___XNo
- An execution or initiation of an activity as a result of federal or state mandates or requirements? ___X___Yes ___No
- A capital improvement project that increases operating costs over the current adopted city budget? ___Yes ___XNo

(01/2017)

- A capital improvement project that requires funding not approved in the current adopted city budget or that will require funding in future years? _____ Yes _____ X No

If the answer is yes to any of the above questions, then a fiscal note must be attached to the board bill. Complete Section B of the form below.

SECTION B

- Does the bill require the construction of any new physical facilities? _____ Yes _____ X No
 - If yes, describe the facilities and provide the estimated cost:

- Is the bill estimated to have a direct fiscal impact on any city department or office? _____ X Yes _____ No
 - If yes, explain the impact and the estimated cost:

The bill directly impacts the Collector of Revenue's Office by implementing salary adjustments, including a 3% increase and a one-time bonus for eligible employees. Based on cost estimates provided by the Collector of Revenue for 93 full-time employees, the total estimated fiscal impact is \$253,131 in Year 1, \$218,886 in Year 2, and \$218,886 in Year 3. These amounts include both salary increases and associated employee benefit and FICA costs. The Year 1 impact reflects a partial-year implementation (8/12 of the fiscal year). All costs are funded through fees collected and retained by the Collector of Revenue pursuant to RSMo §§ 82.650 and 82.670. Estimates are based on departmental assumptions and have not been independently verified.

- Does the bill create a program or administrative subdivision? _____ Yes _____ X No
 - If yes, then is there a similar existing program or administrative subdivision? _____ Yes _____ X No
 - If yes, explain the how the proposed programs or administrative subdivisions may overlap:

- Describe the annual operating, equipment, and maintenance costs that would result from the proposed bill, as well as any funding sources:

The bill results in ongoing personnel-related expenditures associated with salary adjustments and related benefit costs. These costs are funded through fees collected and retained by the Collector of Revenue pursuant to RSMo §§ 82.650 and 82.670. No General Fund impact is identified.

Complete the chart below to list the total estimated expenditures required of the City resulting from the proposed board bill and any estimated savings or additional revenue.

Financial Estimate of Impact on General Fund			
Fiscal Impact	<u>Year 1 (current)</u>	<u>Year 2</u>	<u>Year 3</u>
Additional Expenditures	\$0	\$0	\$0
Additional Revenue	\$0	\$0	\$0
Net	\$0	\$0	\$0
Financial Estimate of Impact on Special Funds			
Fiscal Impact	<u>Year 1 (current)</u>	<u>Year 2</u>	<u>Year 3</u>
Additional Expenditures	\$253,131	\$218,886	\$218,886
Additional Revenue	\$0	\$0	\$0
Net	(\$253,131)	(\$218,886)	(\$218,886)

- Describe any assumptions used in preparing this fiscal note:

The estimated fiscal impact is based on cost projections provided by the Collector of Revenue and assumes 93 full-time employees. The salary increase is assumed to take effect July 1, resulting in a partial-year impact (8/12) in Year 1. Estimates include a 3% salary adjustment, a one-time \$1,000 payment for eligible employees, and associated employee benefit and FICA costs. All costs are assumed to be funded through fees collected and retained by the Collector of Revenue pursuant to RSMo §§ 82.650 and 82.670. No changes in staffing levels are assumed.

- List any sources of information (including any City officials, agencies, or departments) used in preparing this fiscal note:

This fiscal note was prepared based on review of the language contained within the Board Bill and cost estimates provided by the Collector of Revenue.

- Have the financial estimates of this bill been verified by the City Budget Division?

____ Yes X No

 - If yes, by whom? _____ .

**BOARD BILL NUMBER 22 AS AMENDED IN COMMITTEE INTRODUCED BY
PRESIDENT MEGAN E. GREEN
COSPONSORS: MAYOR CARA SPENCER/ALDERMAN RASHEEN ALDRIDGE**

An Ordinance recommended by the Board of Estimate and Apportionment appropriating the sum of two hundred and fifty-five million and 0/100ths dollars (\$255,000,000.00) of Rams Settlement Funds for deposit into various new special funds to rebuild North St. Louis from the May 16th tornado and decades of disinvestment, support infrastructure and neighborhoods citywide, and revitalize Downtown to increase revenue for the entire city with amounts as described herein; and containing a severability clause and an emergency clause.

WHEREAS, in 2021, St. Louis City, St. Louis County, and the Regional Convention and Sports Complex Authority signed a \$790 million settlement agreement with Rams owner Stan Kroenke and the National Football League, resulting in the City negotiating receipt of \$250 million as its share from the settlement agreement, with an additional \$30 million contingent on an appropriation to the Convention Center; and

WHEREAS, completed in February 2024, the City's extensive community engagement process through the Rams Settlement Portal demonstrated that residents support using the Rams Settlement Funds to upgrade water infrastructure, implement traffic calming and pedestrian-friendly street design, invest in redevelopment of historically disinvested neighborhoods, and improve downtown infrastructure and walkability; and

WHEREAS, in February 2026 the city invested \$1,200,000 of ARPA interest and \$5,464,157.84 of ARPA reappropriations to the Water Division; and

WHEREAS, the amount of Settlement Funds after such appropriations, and including accrued interest, that are available for appropriation exceeds two hundred and fifty-five million and 0/100ths (\$255,000,000.00); and

1 **WHEREAS**, the City has developed a number of comprehensive and community-supported
2 plans, including the Transportation and Mobility Plan (TMP), Neighborhood Plans approved by
3 the Planning Commission, the City of St. Louis ADA Transition Plan, and more, but many
4 critical components of those plans remain unfunded; and

5 **WHEREAS**, investing Rams Settlement dollars in tornado recovery, North St. Louis
6 neighborhood development, water infrastructure, citywide capital improvements, and Downtown
7 revitalization will strengthen critical public infrastructure, improve quality of life for residents,
8 and advance long-term equitable growth and resilience across the City.

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

10 **SECTION ONE. Public Purpose Satisfied.** It is hereby found that the funds created by this
11 ordinance and their purposes as defined herein serve a public purpose, because the City can
12 achieve its full economic and social potential by targeting investments to:

13 A. Support tornado recovery for residents, nonprofit organizations, and businesses in
14 Tornado Impacted Areas while advancing housing and infrastructure reinvestment to
15 strengthen long-term community resilience;

16 B. Improve public infrastructure across the City, so that all residents will have access to and
17 benefit from clean drinking water, safer sidewalks and streets; and

18 C. Provide dedicated funds to revitalize Downtown St. Louis, in recognition of its outsized
19 importance for economic impact and the quality of life for all residents and visitors not
20 just to the City but to the State of Missouri.

21 **SECTION TWO. Definitions.**

1 A. **Available Monies.** “Available monies” shall mean the sum of interest and the principal
2 accessible for such distribution as indicated for each respective fund.

3 B. **Board of Public Service.** The “Board of Public Service” shall refer to the St. Louis City
4 Office of the President of the Board of Public Service.

5 C. **Downtown.** “Downtown” shall mean the area encompassing the neighborhoods
6 Downtown and Downtown West as defined by the Planning and Urban Design Agency of
7 the City of St. Louis.

8 D. **North St. Louis** “North St. Louis” shall mean the area encompassing the following
9 neighborhoods: Academy, Baden, Carr Square, College Hill, Columbus Square,
10 Covenant Blu-Grand Center, Fairground Neighborhood, Fountain Park, Greater Ville,
11 Hamilton Heights, Hyde Park, Jeff Vanderlou, Kingsway East, Kingsway West, Lewis
12 Place, Mark Twain, Mark Twain I-70 Industrial, North Pointe, Near North Riverfront,
13 North Riverfront, O’Fallon, Old North St. Louis, Penrose, Riverview, St. Louis Place,
14 The Ville, Vandeventer, Visitation Park, Wells Goodfellow, and West End as such
15 neighborhoods are defined by the Planning and Urban Design Agency of the City of St.
16 Louis.

17 E. **Open Streets** “Open Streets” shall refer to the streets program in which underutilized
18 streets or portions of streets are transformed into welcoming public spaces, closed to
19 vehicles, using low-cost materials such as paint, movable planters, and seating.

20 F. **Public Work** “Public Work” shall mean projects, under the purview of the Board of
21 Public Service, as defined in RSMO 8.962, typically consisting of the construction,
22 alteration, repair, or maintenance of any public building, structure, highway, bridge,

viaduct, pipeline, or public works, which shall include, but need not be limited to, moving, demolition, or excavation performed in conjunction with such work. Whether a project constitutes a Public Work shall be decided in the reasonable discretion of the Board of Public Service.

G. **Recovery Office** “Recovery Office” shall refer to the office created in the Mayor’s Office by Executive Order Number 89.

H. **Settlement Funds**. “Settlement Funds” shall refer to the funds the City received as a result of the City’s settlement of litigation against Rams Football Team owner Stan Kroenke and the National Football League.

I. **Tornado Impact Area** “Tornado Impact Area” shall mean the following neighborhoods and parks: Academy, Baden, Central West End, College Hill, DeBaliviere Place, Fairground Neighborhood, Fairground Park, Forest Park, Fountain Park, Greater Ville, Hamilton Heights, Jeff Vanderlou, Kingsway East, Kingsway West, Lewis Place, Mark Twain, North Riverfront O’Fallon, O’Fallon Park, Penrose, Skinker DeBaliviere, The Ville, Vandeventer, Visitation Park, Wells Goodfellow, West End, and Wydown Skinker as defined by the Planning and Urban Design Agency of the City of St. Louis.

J. **50/50 Sidewalk Program** “50/50 Sidewalk Program” shall mean the program existing under Section 20.26.240 of the Revised Code of the City of St. Louis or any successor provision.

SECTION THREE. Funds to Invest in North St. Louis.

A. Long-Term Tornado Recovery Fund.

1. *Establishment of the Long-Term Tornado Recovery Fund*

- 1 a. There is hereby appropriated the sum of eighty-nine million and 0/100ths dollars
2 (\$89,000,000.00) from the available monies in the Settlement Funds into a special
3 fund to be known as the Long-Term Tornado Recovery Fund, created pursuant to
4 this ordinance, and to be held in a fund maintained by the City Treasurer.
- 5 b. Upon the passage and approval of this ordinance, the Comptroller is authorized
6 and directed to establish a fund to be designated as the "Long-Term Tornado
7 Recovery Fund" for the purpose of supporting resident, housing, and business
8 recovery from the May 16th, 2025 tornado. All interest earned on the Long-Term
9 Tornado Recovery Fund and all repayments made on loans made from the Long-
10 Term Tornado Recovery Fund shall be retained in the Long-Term Tornado
11 Recovery Fund general account until appropriated to a sub-account of the Long-
12 Term Tornado Recovery Fund or transferred by the Board of Estimate and
13 Apportionment into one or more sub-accounts of the Long-Term Tornado
14 Recovery Fund created pursuant to this ordinance for the uses authorized for such
15 funds. The Long-Term Tornado Recovery Fund shall be eligible to accept
16 additional monies from other City appropriations, private donations, or other
17 sources. All expenditures from the Long-Term Tornado Recovery Fund shall be
18 appropriated in accordance with this ordinance and other applicable law. Sub-
19 accounts are created herein for the "Tornado Housing and Neighborhood
20 Stabilization Fund", the "Tornado Resident Support Fund", and the "Program
21 Delivery & Administration Fund".

1 c. The purpose of the Long-Term Tornado Recovery Fund is to support the recovery
2 from the May 16th, 2025 tornado.

3 2. *Eligible Uses of the Long-Term Tornado Recovery Fund Sub-accounts.*

4 a. There is hereby appropriated the sum of seventy- eight million and 0/100ths
5 dollars (\$78,000,000.00) from the Long-Term Tornado Recovery Fund to a sub-
6 account to be known as the Tornado Housing and Neighborhood Stabilization
7 Fund.

8 i. Available monies within the Tornado Housing and Neighborhood
9 Stabilization Fund shall be used exclusively for providing appropriations
10 for the purposes of:

- 11 1. Supporting the repair of housing damaged by the tornado, which
12 are located in the Tornado Impact Area, and other related costs;
- 13 2. Supporting housing preservation, vacant-unit rehabilitation, and
14 the construction of new housing across North St. Louis with
15 priority consideration for housing-focused nonprofit Community
16 Development Corporations that have been operating for at least
17 three (3) years and demonstrate stable financial standing and
18 sufficient operational capacity to successfully administer and
19 sustain the funded housing project;
- 20 3. Supporting sidewalk repairs, tree replanting, hazardous tree and
21 stump removal, and demolitions within the Tornado Impact Area.

22 Any reimbursed monies must go directly back into this fund.

1 a. A maximum of ten million (\$10,000,000) may be allocated
2 towards this purpose.

3 b. There is hereby appropriated the sum of seven million and 0/100ths dollars
4 (\$7,000,000.00) from the Long-Term Tornado Recovery Fund to a sub-account to
5 be known as the Tornado Resident Support Fund.

6 i. Available monies within the Tornado Resident Support Fund shall be used
7 exclusively for the purposes of:

- 8 1. Providing deposit and rental assistance to residents who were
9 impacted by the tornado to assist them with procuring safe
10 intermediate housing and other related moving costs;
- 11 2. Providing accelerated resident connections to housing stabilization
12 and resident support services;
- 13 3. Providing direct goods and services to support North St. Louis
14 residents in the Tornado Impact Area in their recovery.

15 c. There is hereby appropriated the sum of four million and 0/100ths dollars
16 (\$4,000,000.00) from the Long-Term Tornado Recovery Fund to a sub-account to
17 be known as the Tornado Program Delivery & Administration Fund.

18 i. Available monies within the Tornado Program Delivery & Administration
19 Fund shall be used exclusively for the purposes of providing
20 administrative support, oversight, fiscal compliance, and data support
21 systems through City staffing, contracted services, or other costs, efforts,

1 or programs necessary to deliver eligible uses of the Tornado Recovery
2 Fund.

3 3. *Administration and Authority for Contracts and Expenditures for the Tornado Recovery*
4 *Fund.*

5 a. The Recovery Office shall have general oversight over and administer the Long-
6 Term Tornado Recovery Fund.

7 b. The Recovery Office shall, in consultation with Affordable Housing Commission,
8 Community Development Administration, and any other City departments or
9 entities as may be necessary and helpful, develop and recommend appropriations
10 from the Long-Term Tornado Recovery Fund to the Board of Estimate and
11 Apportionment for inclusion into the City's annual operating budget by
12 submitting to the Budget Director by March 1 of each year or recommend to the
13 Board of Estimate and Apportionment specific awards or expenditures of funds
14 from the Long-Term Tornado Recovery Fund through existing or new contracts
15 or agreements with specific recipients, contractors, or vendors.

16 c. The Board of Estimate and Apportionment's approval of a specific contract or
17 agreement with a recipient, contractor, or vendor shall constitute authority for the
18 City signatory to enter into the approved contract, contract amendment, or
19 agreement and expend the funds in accordance with such contract or agreement,
20 except with respect to any Public Work.

21 d. No monies may be appropriated from the Long-Term Tornado Recovery Fund in
22 excess of available monies within that fund.

1 4. *Fund Accountability.*

- 2 a. The Long-Term Tornado Recovery Fund shall be included among the funds
3 subject to regular audits of City funds as required under law.
- 4 b. The Recovery Office or its successor shall submit a quarterly report to the Mayor
5 and the Board of Aldermen detailing the status of projects funded with
6 appropriations made from the Long-Term Tornado Recovery Fund, Tornado
7 Relief and Recovery Fund from Ordinance 72009, and the matching funds
8 leveraged to support projects authorized under this section. The quarterly reports
9 required under this section shall also be made available on the website of the
10 Budget Division of the City of St. Louis.

11 **B. The North St. Louis Neighborhood Plan Implementation Fund.**

12 1. *Establishment of the North St. Louis Neighborhood Plan Implementation Fund.*

- 13 a. There is hereby appropriated the sum of thirty-one million and 0/100ths dollars
14 (\$31,000,000.00) from the Settlement Funds into a special fund to be known as
15 the North St. Louis Neighborhood Plan Implementation Fund, created pursuant to
16 this ordinance, and to be held in a fund maintained by the City Treasurer.
- 17 b. Upon the passage and approval of this ordinance, the Comptroller is authorized
18 and directed to establish a fund to be designated as the "North St. Louis
19 Neighborhood Plan Implementation Fund" for the purpose of implementation of
20 Neighborhood Plans adopted by the Planning Commission for North St. Louis
21 including supporting the accessibility and availability of housing, quality public
22 infrastructure, and providing funding for small businesses. All interest earned on

1 funds held in the North St. Louis Neighborhood Plan Implementation Fund and
2 all repayments made on loans made from the North St. Louis Neighborhood Plan
3 Implementation Fund shall be retained in the North St. Louis Neighborhood Plan
4 Implementation Fund until appropriated according to provisions of this ordinance.
5 The fund shall be eligible to accept additional monies from other City
6 appropriations, private donations, or other sources. All expenditures from such
7 funds shall be appropriated in accordance with this ordinance and other applicable
8 law. Appropriate sub-accounts may be created.

- 9 c. The purpose of the North St. Louis Neighborhood Plan Implementation Fund is to
10 implement the Neighborhood Plans adopted by the Planning Commission for
11 North St. Louis including supporting the accessibility and availability of housing,
12 quality public infrastructure, and providing funding for small businesses located
13 in North St. Louis. Funds held in the North St. Louis Neighborhood Plan
14 Implementation Fund may be expended only as provided under this ordinance.

15 2. *Eligible Uses of the North St. Louis Neighborhood Plan Implementation Fund.*

- 16 a. Available monies within the North St. Louis Neighborhood Plan Implementation
17 Fund shall be used for the purposes of:

- 18 i. Implementing the Neighborhood Plans adopted by the Planning
19 Commission or are actively under development by the Planning and Urban
20 Design Agency for North St. Louis neighborhoods, including but not
21 limited to supporting the accessibility and availability of housing, quality

1 public infrastructure, and providing funding for small businesses located
2 in North St. Louis.

3 1. Potential uses include, but are not limited to, funding single or
4 multi-parcel land assemblage and site preparation, gap financing,
5 home ownership support, neighborhood beautification initiatives,
6 funding for small businesses, and establishment of key
7 neighborhood services, and improving public facilities including
8 infrastructure and parks.

9 ii. Procuring goods and services, compensating staff, and other
10 administrative costs, provided that such costs do not exceed 5% of the
11 fund balance on an annual basis.

12 3. *Administration and Authority for Contracts and Expenditures for the North St. Louis*
13 *Neighborhood Plan Implementation Fund.*

14 a. The St. Louis Development Corporation and the Planning and Urban Design
15 Agency shall make recommendations to the Community Development
16 Administration on the use of funds. The Community Development Administration
17 will initiate and issue all contracts and agreements in alignment with those
18 recommendations, including those to the St. Louis Development Corporation, to
19 administer programs or projects funded by the North St. Louis Neighborhood Plan
20 Implementation Fund. The Community Development Administration, in
21 consultation with Planning and Urban Design Agency, St. Louis Development
22 Corporation, Recovery Office, Community Development Administration,

1 Affordable Housing Commission and any other City departments or entities as
2 may be necessary and helpful, shall recommend to the Board of Estimate and
3 Apportionment specific appropriations from the North St. Louis Neighborhood
4 Implementation Fund for inclusion into the City's annual operating budget by
5 submitting to the Budget Director by March 1 of each year or recommend to the
6 Board of Estimate and Apportionment specific awards or expenditures of funds
7 from the North St. Louis Neighborhood Plan Implementation Fund through
8 existing or new contracts or agreements with specific recipients, contractors, or
9 vendors.

10 b. The Board of Estimate and Apportionment's approval of a specific contract or
11 agreement with a recipient, contractor, or vendor shall constitute authority for the
12 City signatory to enter into the approved contract or agreement and expend the
13 funds in accordance with such contract or agreement, except with respect to any
14 Public Work.

15 c. No monies may be appropriated from the North St. Louis Neighborhood Plan
16 Implementation Fund in excess of available monies within that fund.

17 4. *Fund Accountability.*

18 a. The North St. Louis Neighborhood Plan Implementation Fund shall be included
19 among the funds subject to regular audits of City funds as required under law.

20 b. Proposals shall be presented to the Board of Aldermen and approved via
21 resolution before approval of expenditures from the Board of Estimate and
22 Apportionment.

- i. These proposals shall reference and address how, with the funds available, they are implementing portions of the neighborhood plans adopted by the Planning Commission.
- ii. Proposals shall include proof of consultation with trusted local organizations and neighborhood leaders.
- iii. These proposals shall identify the administering department and include the estimated cost of administration including City staff, contracted services, and other costs to deliver the above-mentioned eligible uses.

SECTION FOUR. Funds for Citywide Infrastructure and Neighborhood Improvements.

A. The Water Infrastructure Fund.

1. Establishment of the Water Infrastructure Fund.

- a. There is hereby appropriated the sum of forty million and 0/100ths dollars (\$40,000,000.00) from Settlement Funds into a special fund to be known as the Water Infrastructure Fund, created pursuant to this ordinance, and to be held in a fund maintained by the City Treasurer.
- b. Upon the passage and approval of this ordinance, the Comptroller is authorized and directed to establish a fund to be designated as the "Water Infrastructure Fund" for the purpose of supporting City water infrastructure and improvements. The fund shall be eligible to accept additional monies from other City appropriations, private donations, or other sources. All interest earned on funds held in the Water Infrastructure Fund and all repayments made on loans made from the Water

1 Infrastructure Fund shall be retained in the Water Infrastructure Fund until
2 appropriated according to provisions of this ordinance. Appropriate sub-
3 accounts may be created.

4 c. The purpose of the Water Infrastructure Fund is to support City water
5 infrastructure maintenance and improvements.

6 2. *Eligible Uses of the Water Infrastructure Fund.* Monies within the Water
7 Infrastructure Fund shall be used exclusively for supporting City water
8 infrastructure maintenance and improvements by providing:

9 a. Matching funds for federal and state grants that support City water
10 infrastructure maintenance and improvements;

11 b. Debt service payments for loans and/or bonds that support City water
12 infrastructure maintenance and improvements; and

13 c. Supporting professional studies and plans needed to support City water
14 infrastructure maintenance and improvements.

15 3. *Administration and Authority for Contracts and Expenditures for the Public*
16 *Infrastructure Fund.*

17 a. The Water Division shall (i) have general oversight over and administer
18 the Water Infrastructure Fund; (ii) recommend to the Board of Estimate
19 and Apportionment any appropriations from the Water Infrastructure Fund
20 for inclusion into the City's annual operating budget for the Water
21 Division by submitting to the Budget Director by March 1 of each year;
22 and (iii) recommend to the Board of Estimate and Apportionment any

specific transfers to the Water Division for operating expenses, capital improvements, infrastructure repair or replacement.

b. No monies may be appropriated from the Water Infrastructure Fund in excess of available monies within that fund.

4. *Fund Accountability.*

a. The Water Infrastructure Fund shall be included among the funds subject to regular audits of City funds as required under law.

B. The Public Infrastructure Fund.

1. *Establishment of the Public Infrastructure Fund.*

a. There is hereby appropriated the sum of thirty million and 0/100ths dollars (\$30,000,000.00) from Settlement Funds into a special fund to be known as the Public Infrastructure Fund, created pursuant to this ordinance, and to be held in a fund maintained by the City Treasurer.

b. Upon the passage and approval of this ordinance, the Comptroller is authorized and directed to establish a fund to be designated as the "Public Infrastructure Fund" for the purpose of maintaining and improving City infrastructure that supports the mobility, health, and security of residents across the City. All interest earned on funds held in the Public Infrastructure Fund and all repayments made on loans made from the Public Infrastructure Fund shall be retained in the Public Infrastructure Fund until appropriated according to provisions of this ordinance. The fund shall be eligible to accept additional monies from other City

1 appropriations, private donations, or other sources. All expenditures from
2 such fund shall be appropriated in accordance with this ordinance and
3 other applicable law. Appropriate sub-accounts may be created.

4 c. The purpose of the Public Infrastructure Fund is to support maintenance,
5 and improvements to streets, sidewalks, lighting, trees, and recreation
6 centers. Funds deposited and held in the Public Infrastructure Fund may be
7 expended only as provided under this ordinance.

8 2. *Eligible Uses of the Public Infrastructure Fund.*

9 a. Available monies within the Public Infrastructure Fund shall be used
10 exclusively for the purposes of:

- 11 1. Supporting the maintenance, repairs, traffic calming, safety,
12 reconstruction, and other improvements and accessibility of City
13 streets and sidewalks;
- 14 2. Provide gap financing for the 50/50 Sidewalk Program and other
15 sidewalk funding needs;
- 16 3. Supporting pilot initiative(s) for quick build projects or temporary
17 traffic calming including the bulk purchase of traffic calming
18 assets;
- 19 4. Develop an Asset Management program that will inventory and
20 assess equipment, street and sidewalk surface conditions, curb
21 ramps, and other assets in the City;

5. Providing matching funds for projects that demonstrate private funding support for the maintenance, repairs and other improvements, and accessibility of pedestrian-scaled lighting along corridors;
6. Supporting the removal of hazardous trees and stumps in the City right-of-way;
7. Supporting the redevelopment of Recreation Centers;
8. Procuring goods and services, compensating staff, and incurring other administrative costs, provided that such costs do not exceed 5% of the fund balance on an annual basis.

3. *Restrictions on Use of Funds.*

- a. No monies may be appropriated from the Public Infrastructure Fund to fund projects in Downtown.
- b. No monies may be appropriated from the Public Infrastructure Fund in excess of available monies within that fund.

4. *Fund Prioritization.* Capital projects shall be prioritized by the following relevant criteria:

- a. Street and sidewalk projects along segments or corridors identified in the High Injury Network of either the City of St. Louis or East-West Gateway; and
- b. Sidewalk projects suggested by the City of St. Louis ADA Transition Plan; and

- 1 c. Street and sidewalk projects suggested by the Complete Streets
2 Committee as provided under Ordinance 71882 Section Five, Subsection
3 H; and
4 d. Recreation Center Projects.

5 5. *Administration and Authority for Contracts and Expenditures for the Public*
6 *Infrastructure Fund.*

- 7 a. The Board of Public Service shall have general oversight over and
8 administer the Public Infrastructure Fund.
9 b. The Board of Public Service shall, in consultation with any other City
10 departments or entities as may be necessary and helpful, develop and
11 recommend appropriations from the Public Infrastructure Fund to the
12 Board of Estimate and Apportionment for inclusion into the City's annual
13 operating budget by submitting to the Budget Director by March 1 of each
14 year or recommend to the Board of Estimate and Apportionment specific
15 awards or expenditures of funds from the Public Infrastructure Fund
16 through existing or new contracts or agreements with specific recipients,
17 contractors, or vendors.
18 c. The Board of Estimate and Apportionment's approval of a specific
19 contract or agreement with a recipient, contractor, or vendor shall
20 constitute authority for the City signatory to enter into the approved
21 contract or agreement and expend the funds in accordance with such
22 contract or agreement, except with respect to any Public Work.

1 6. *Fund Accountability.*

- 2 a. The Public Infrastructure Fund shall be included among the funds subject
- 3 to regular audits of City funds as required under law.

4 **C. The Vacancy Reduction Fund.**

5 1. *Establishment of the Vacancy Reduction Fund.*

- 6 a. There is hereby appropriated the sum of ten million and 0/100ths dollars
- 7 (\$10,000,000.00) from Settlement Funds into a special fund to be known as
- 8 the Vacancy Reduction Fund, created pursuant to this ordinance, and to be
- 9 held in a fund maintained in the Office of the City Treasurer.
- 10 b. Upon the passage and approval of this ordinance, the Comptroller is
- 11 authorized and directed to establish a fund to be designated as the "Vacancy
- 12 Reduction Fund" for the purpose of reducing vacancy citywide. All interest
- 13 earned on funds held in the Vacancy Reduction Fund and all repayments
- 14 made on loans made from the Vacancy Reduction Fund shall be retained in
- 15 the Vacancy Reduction Fund until appropriated according to provisions of
- 16 this ordinance. The fund shall be eligible to accept additional monies from
- 17 other City appropriations, private donations, or other sources. Appropriate
- 18 sub-accounts may be created.
- 19 c. The purpose of the Vacancy Reduction Fund is to support City efforts to
- 20 reduce vacancy citywide through strategic staffing, enforcement, data,
- 21 vacant property stabilization and abatement, and redevelopment tools.

22 2. *Eligible Uses of the Vacancy Reduction Fund.*

- 1 a. Available monies within the Vacancy Reduction Fund shall be used
2 exclusively for the purposes of:
- 3 i. Supporting the funding of City staff focused on vacancy, blight
4 reduction, and recovering the City’s vacancy-related expenses,
5 including but not limited to: a dedicated collections attorney and
6 paralegal;
- 7 ii. Supporting the expansion of a “Pre-Approved Plans Library” including
8 architectural plans for standard single-family, duplex, and multi-family
9 new construction and common rehabilitation projects;
- 10 iii. Supporting city vacancy data infrastructure and analysis for internal
11 and/or public use;
- 12 iv. Supporting enforcement of vacancy and nuisance laws against
13 absentee property owners by supporting personnel, enforcement, and
14 legal operations necessary to identify, cite, stabilize, and remediate
15 vacant and nuisance properties throughout the City and to prosecute
16 and recover the associated unpaid fines and fees the bad actors who
17 own them. Eligible uses include nuisance abatement enforcement;
18 municipal and neighborhood-based nuisance and receivership actions;
19 contracted legal services; multi-year operational support, strategic
20 nuisance litigation, litigation costs; emergency stabilization measures;
21 and demolition coordination.

1 v. Supporting the acquisition, stabilization, rehabilitation, environmental
2 remediation, emergency repair, demolition, site control, strategic
3 redevelopment activities, and neighborhood stabilization efforts
4 involving vacant or nuisance properties.

5 a. Eligible applicants may include nonprofit organizations,
6 community development corporations, urban redevelopment and
7 quasi-governmental agencies, and other mission-aligned
8 redevelopment partners engaged in neighborhood stabilization,
9 housing production, property rehabilitation, and long-term community
10 redevelopment activities. Priority may be given to projects that return
11 vacant properties to productive use, prevent further neighborhood
12 deterioration, leverage additional public or private investment, expand
13 affordable housing opportunities, or address concentrated vacancy
14 conditions in high-need areas throughout the City.

15 Procuring goods and services, compensating staff, and incurring other administrative costs,
16 provided that such costs do not exceed 5% of the fund balance on an annual basis

17 3. *Administration and Authority for Contracts and Expenditures for the Vacancy*
18 *Reduction Fund.*

19 a. The Department of Public Safety shall have general oversight over and
20 administer the Vacancy Reduction Fund.

21 b. The Department of Public Safety, in consultation with City Counselors
22 Office and any other City departments or entities as may be necessary and

1 helpful, shall develop and recommend appropriations from the Vacancy
2 Reduction Fund to the Board of Estimate and Apportionment for inclusion
3 into the City's annual operating budget by submitting to the Budget Director
4 by March 1 of each year or recommend to the Board of Estimate and
5 Apportionment specific awards or expenditures of funds from the Vacancy
6 Reduction Fund through existing or new contracts or agreements with
7 specific recipients, contractors, or vendors.

8 c. The Board of Estimate and Apportionment's approval of a specific contract
9 or agreement with a recipient, contractor, or vendor shall constitute
10 authority for the City signatory to enter into the approved contract, contract
11 amendment, or agreement and expend the funds in accordance with such
12 contract or agreement, except with respect to any Public Work.

13 d. No monies may be appropriated from the Vacancy Reduction Fund in
14 excess of available monies within that fund.

15 4. *Fund Accountability.*

16 a. The Vacancy Reduction Fund shall be included among the funds subject to
17 regular audits of City funds as required under law.

18 5. The Vacancy Litigation Trust Fund. Directing the allocation and establishment of
19 "The Vacancy Litigation Trust Fund. Appropriating Five Million Dollars (\$5,000,000.00)
20 of the Rams Settlement Fund proceeds, of which the interest shall be dedicated to
21 providing for the purpose of directly addressing vacancy litigation efforts undertaken by
22 non-profits and neighborhood groups, pursuant under The Missouri Abandoned Housing

Act (RSMo 447.620447.625), RSMo 441.641, RSMo Section 82.1025 and RSMo 82.1027, RSMo 67.398, and any related, affiliated, or successor statutes.

SECTION FIVE. The Downtown Neighborhood Plan Implementation Fund

A. Establishment of the Downtown Neighborhood Plan Implementation Fund.

1. There is hereby appropriated the sum of fifty-five million and 0/100ths dollars \$55,000,000.00) from Settlement Funds into the Downtown Neighborhood Plan Implementation Fund, created pursuant to this ordinance, and to be held in a fund maintained by the City Treasurer.

2. Upon the passage and approval of this ordinance, the Comptroller is authorized and directed to establish a fund to be designated as the Downtown Neighborhood Plan Implementation Fund for the purpose of implementing the Design Downtown STL Neighborhood Plan, adopted by the Planning Commission as a Neighborhood Plan and an element of the Comprehensive Plan, through investment in capital projects and catalytic activation programs that strengthen Downtown as a neighborhood, employment center, and regional destination.

3. Design Downtown STL was adopted by the Planning Commission as a Neighborhood Plan and an element of the Comprehensive Plan on December 2, 2020. The Downtown Neighborhood Plan Implementation Fund shall support eligible projects located in Downtown and Downtown West, consistent with the Design Downtown STL Neighborhood Plan study area. Funds held in the Downtown Neighborhood Plan Implementation Fund may be expended only as provided under this ordinance.

1 4. All interest earned on funds held in the Downtown Revitalization Fund shall be allocated
2 annually to the Long-Term Tornado Recovery Fund until July 1st, 2030. All interest earned
3 on or after July 1st, 2030 and all repayments made on loans from the passage of the
4 ordinance shall be retained in its originating sub-account within the Downtown
5 Revitalization Fund until appropriated according to provisions of this ordinance.

6 B. Eligible Uses of the Downtown Neighborhood Plan Implementation Fund. Monies within the
7 Downtown Neighborhood Plan Implementation Fund shall be used exclusively for
8 appropriations provided under this ordinance for the following types of projects:

9 1. There is hereby appropriated the sum of thirty million and 0/100ths dollars
10 (\$30,000,000.00) from the Downtown Neighborhood Plan Implementation Fund to a sub-
11 account to be known as the Strategic Major Capital Projects Fund. Available monies within
12 the Strategic Major Capital Projects Fund shall be used for the purposes of:

13 a. Supporting long-term vacant building stabilization and redevelopment, including but
14 not limited to, acquisition, stabilization, environmental remediation, site preparation,
15 predevelopment, and development of long-term vacant, underutilized, or strategically
16 significant buildings or properties in Downtown.

17 b. Supporting Downtown streetscape capital projects, including but not limited to,
18 pedestrian-scaled lighting, spot sidewalk repair, ADA compliance and enhancement,
19 traffic safety improvements, and bicycle and pedestrian infrastructure.

20 c. Supporting improvements to Downtown open and public spaces, greenways, tree
21 canopy, and other public amenities.

1 d. Allocating no less than ten million and 0/100ths dollars (\$10,000,000.00) of fund
2 proceeds allocated to items b & c above.

3 e. Procuring goods and services, compensating staff, and incurring other administrative
4 costs, provided that such costs do not exceed 5% of the fund balance on an annual basis.

5 2. There is hereby appropriated the sum of fifteen million and 0/100ths dollars (\$15,000,000.00)
6 from the Downtown Neighborhood Plan Implementation Fund to a sub-account to be known as
7 the Riverfront Fund. Available monies within the Riverfront Fund shall be used for the purposes
8 of:

9 a. Increasing commercial activity and pedestrian access, including, **but not limited to:**

10 i. Reopening Laclede's Landing roadways and evaluating a new gate system.

11 ii. Connecting the Riverfront to Downtown, with emphasis on the Washington
12 Avenue corridor as a primary pedestrian and commercial linkage.

13 iii. Improving circulation, routing, and signage.

14 b. Signage, wayfinding, beautification, accessibility, and urban activation support
15 infrastructure, including, but not limited to:

16 i. New shade structures that will make it more comfortable to be on the Central
17 Riverfront during hot summer months.

18 ii. New infrastructure to attract vendors to operate on the Riverfront.

19 iii. Comfort stations.

20 c. Incentivizing Riverfront ground-level development and improving river-oriented
21 attractions, including, but not limited to:

1 i. Addressing long-term deferred maintenance on the Riverfront as a prerequisite
2 to new activation and infrastructure investment.

3 ii. Constructing a large new Riverfront dock that may serve day riverboat cruises
4 and overnight cruise boats, including restaurants, bars, and a water court to create
5 a new opportunity for St. Louisans and visitors to interact with the Mississippi
6 River and spend more time Downtown.

7 3. There is hereby appropriated the sum of ten million and 0/100ths dollars (\$10,000,000.00)
8 from the Downtown Neighborhood Plan Implementation Fund to a sub-account to be known as
9 the Downtown Retail and Events Program Fund. Available monies within the Downtown Retail
10 and Events Program Fund shall be used for the purposes including:

11 a. Incentive funds to support strategic retail and restaurant activation along major
12 corridors, including, but not limited to:

13 i. Sidewalk cafés, parklets, and Open Streets.

14 ii. White-boxing, tenant improvements, façade improvements, and other durable
15 improvements that support commercial occupancy.

16 iii. Attracting new businesses to the City and supporting the retention and
17 expansion of existing City businesses.

18 b. Supporting the creation of a public-private partnership fund to support the recruitment
19 of sporting events to the City of St. Louis, with no less than two million five hundred
20 thousand and 0/100ths dollars (\$2,500,000.00) of fund proceeds allocated for
21 implementation.

1 c. Procuring goods and services, compensating staff, and incurring other administrative
2 costs, provided that such costs do not exceed 5% of the fund balance on an annual basis.

3 C. Administration and Authority for Contracts and Expenditures for the Downtown
4 Neighborhood Plan Implementation Fund.

5 1. The Board of Public Service shall, in consultation with any other City departments or
6 entities as may be necessary and helpful, develop and recommend appropriations from
7 the Downtown Neighborhood Plan Implementation Fund to the Board of Estimate and
8 Apportionment for inclusion into the City's annual operating budget by submitting to the
9 Budget Director by March 1 of each year, or recommend to the Board of Estimate and
10 Apportionment specific awards or expenditures of funds from the Downtown
11 Neighborhood Plan Implementation Fund through existing or new contracts or
12 agreements with specific recipients, contractors, or vendors.

13 2. The Board of Estimate and Apportionment's approval of a specific contract or
14 agreement with a recipient, contractor, or vendor shall constitute authority for the City
15 signatory to enter into the approved contract or agreement and expend the funds in
16 accordance with such contract or agreement, except with respect to any Public Work.

17 3. No monies may be appropriated from the Downtown Neighborhood Plan
18 Implementation Fund in excess of available monies within that fund.

19 D. Fund Accountability. The Downtown Neighborhood Plan Implementation Fund shall be
20 included among the funds subject to regular audits of City funds as required under law.

21 **SECTION SEVEN. Private Partnership Reporting.** The Chair of the Board of Aldermen Budget
22 and Public Employees Committee shall request that any private non-governmental entity

1 facilitating an agreement to match funds for any of the purposes outlined in this Ordinance,
2 including the matching funds described in Exhibit B, develop and share an annual report
3 detailing the progress of the match and use of funds to date before said Committee between
4 December 1st and December 31st of each calendar year until relevant funds are exhausted.

5 **SECTION EIGHT. Severability Clause.**

6 It is hereby declared to be the intention of the Board of Aldermen that each, and every part,
7 section and subsection of this Ordinance shall be separate and severable from each, and every
8 other part, section, and subsection hereof and that the Board of Aldermen intends to adopt each
9 said part, section, and subsection separately and independently of any other part, section, and
10 subsection. In the event that any part, section, or subsection of this Ordinance shall be
11 determined to be or to have been unlawful or unconstitutional, the remaining parts, sections, and
12 subsections shall be and remain in full force and effect, unless the court making such finding
13 shall determine that the valid portions standing alone are incomplete and are incapable of being
14 executed in accordance with the legislative intent.

15 **SECTION NINE. Emergency Clause.**

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

Summary
Board Bill Number 15
Introduced by Alderman Rasheen Aldridge Jr.
May 1, 2026

An ordinance relating to the appointment of and salaries of certain employees of the St. Louis Board of Election Commissioners (the “Election Board”) pursuant to §§ 115.045 and 115.049, Revised Statutes of Missouri (“RSMo.”), by repealing Ordinance Number 71887; allocating certain other employees to a grade with rate; and including an emergency clause. The provisions of the sections contained in this ordinance shall be effective with the start of the first pay period after approval by the Mayor.

BOARD BILL NUMBER 15 INTRODUCED BY ALDERMAN RASHEEN ALDRIDGE

An ordinance relating to the appointment of and salaries of certain employees of the St. Louis Board of Election Commissioners (the “Election Board”) pursuant to §§ 115.045 and 115.049, Revised Statutes of Missouri (“RSMo.”), by repealing **Ordinance Number 71887**; allocating certain other employees to a grade with rate; and including an emergency clause. The provisions of the sections contained in this ordinance shall be effective with the start of the first pay period after approval by the Mayor.

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

SECTION ONE. Repealing Ordinance 71887.

Ordinance Number **71887** is hereby repealed, and in lieu thereof a new ordinance and chapter are hereby enacted, to read as follows.

SECTION TWO. List Of Classes.

Pursuant to §§ 115.045 and 115.049, RSMo., the Commissioners of the Election Board (the “Commissioners”) are hereby authorized to appoint and employ the following employees with bi-weekly rates, in accordance with the following classification plan, to a grade with rates established in Section 3 of this ordinance:

- A. Chairman of the Board of Election Commissioners - - - - - with a grade of 1C
- B. Coordinator-Absentee - - - - - with a grade of 12G
- C. Coordinator-Registration - - - - - with a grade of 12G
- D. Deputy-MCVR - - - - -with a grade of 19M
- E. Deputy-OPS - - - - -with a grade of 19M
- F. Director - - - - -with a grade of 19M

- 1 G. Manager-ADA ----- with a grade of 17M
- 2 H. Manager-Budget/HR/MCVR -----with a grade of 17M
- 3 I. Manager-IT -----with a grade of 17M
- 4 J. Manager-PSI -----with a grade of 17M
- 5 K. Manager-Recruit/Outreach -----with a grade of 17M
- 6 L. Member of the Board of Election Commissioners -----with a grade of 3C
- 7 M. Poll Worker Coordinator----- with a grade of 15G
- 8 N. Assistant-MCVR----- with a grade of 11G
- 9 O. Secretary of the Board of Election Commissioners ----- with a grade of 2C
- 10 P. Trainer Systems Coordinator----- with a grade of 17M
- 11 Q. Warehouse ----- with a grade of 12G

12 **SECTION THREE. Official Pay Schedule for Classification Grades.**

13 A. General and Management Pay Schedule: The following bi-weekly pay schedule for

14 all pay grades denoted with the suffix “G” or “M” shall become effective beginning

15 with the bi-weekly pay period following the effective date of this ordinance:

16	Grade	9	10	11	12	13	15	17	19
17	<u>Step</u>								
18	<u>1</u>	1200	1210	1222	1270	1400	1839	2421	3189
19	<u>2</u>	1218	1228	1240	1289	1421	1867	2457	3237
20	<u>3</u>	1236	1247	1259	1308	1442	1895	2494	3285
21	<u>4</u>	1255	1265	1278	1328	1464	1923	2532	3335
22	<u>5</u>	1274	1284	1297	1348	1486	1952	2570	3385

1	<u>6</u>	1293	1304	1316	1368	1508	1981	2608	3435
2	<u>7</u>	1312	1323	1336	1389	1531	2011	2647	3487
3	<u>8</u>	1332	1343	1356	1410	1554	2041	2687	3539
4	<u>9</u>	1352	1363	1377	1431	1577	2072	2727	3592
5	<u>10</u>	1372	1384	1397	1452	1601	2103	2768	3646
6	<u>11</u>	1393	1404	1418	1474	1625	2134	2810	3701
7	<u>12</u>	1414	1425	1439	1496	1649	2166	2852	3756
8	<u>13</u>	1435	1447	1461	1518	1674	2199	2895	3813
9	<u>14</u>	1456	1468	1483	1541	1699	2232	2938	3870
10	<u>15</u>	1478	1490	1505	1564	1724	2265	2982	3928
11	<u>16</u>	1500	1513	1528	1588	1750	2299	3027	3987
12	<u>17</u>	1523	1535	1551	1612	1777	2334	3072	4047
13	<u>18</u>	1546	1559	1574	1636	1803	2369	3118	4107
14	<u>19</u>	1569	1582	1598	1660	1830	2404	3165	4169
15	<u>20</u>	1592	1606	1622	1685	1858	2440	3213	4232
16	<u>21</u>	1616	1630	1646	1711	1886	2477	3261	4295
17	<u>22</u>	1640	1654	1671	1736	1914	2514	3310	4360
18	<u>23</u>	1665	1679	1696	1762	1943	2552	3359	4425
19	<u>24</u>	1690	1704	1721	1789	1972	2590	3410	4491
20	<u>25</u>	1715	1730	1747	1815	2001	2629	3461	4559
21	<u>26</u>	1741	1756	1773	1843	2031	2668	3513	4627
22	<u>27</u>	1767	1782	1800	1870	2062	2708	3565	4696

1	<u>28</u>	1794	1809	1827	1898	2093	2749	3619	4767
2	<u>29</u>	1821	1836	1854	1927	2124	2790	3673	4838
3	<u>30</u>	1848	1863	1882	1985	2156	2832	3728	4911

B. Commissioners' Pay Schedule: The following bi-weekly pay schedule for all pay grades denoted with the suffix "C" shall become effective beginning with the bi-weekly pay period following the effective date of this ordinance. The pay grades denoted with the suffix "C" are required by § 115.035, RSMo.

1. Grade 1C shall have the bi-weekly pay of \$288.46
2. Grade 2C shall have the bi-weekly pay of \$288.46
3. Grade 3C shall have the bi-weekly pay of \$230.77

SECTION FOUR. Salary Adjustment.

A. All pay schedules established by Ordinance Number 71887 shall continue in effect until the beginning of the bi-weekly pay period effective upon passage of this ordinance.

B. Salary adjustment for all employees of the Election Board shall be based on consideration of merit, equity, or success in fulfilling predetermined goals and objectives as herein provided.

C. An appointing authority shall evaluate the performance of all employees whose salary is established in Section Two of this ordinance for the purpose of salary adjustment. On or about December 1 of each year following approval of this ordinance, the Directors of the Election Board shall submit to the Commissioners evaluations of all employees whose pay grades are denoted by suffixes "G" and "M". These

1 consideration of these evaluations by the Commissioners shall be the basis for salary
2 adjustments:

3 1. Annual Merit Increase: Any employee whose salary is established in Section

4 Two of this ordinance shall receive an annual service rating. This service
5 rating with the standards of performance established by the Election Board
6 shall determine eligibility for a one-step one and one-half percent (1.5%)
7 within-range (merit) increase.

8 2. Exceptional Performance of Duties: The Commissioners may grant a within-

9 range salary adjustment in any whole dollar increment up to a ten percent
10 (10%) increase of an employee's bi-weekly base. The Commissioners may
11 increase the salary of an employee who demonstrates exceptional performance
12 of duties after serving twenty-six (26) weeks of employment at the same rate
13 in the salary range by not more than ten percent (10%) or the closest step in
14 the pay range which provides for not more than a ten percent (10%) increase.
15 This increase may be in addition to any merit increase received.

16 3. All full-time employees whose salary is established in Section 3(A) – General

17 and Management Pay Schedule whose bi-weekly rate is within the range of
18 pay or above the maximum of the range of pay shall have their bi-weekly rate
19 increased by three percent (3%) or to the minimum of the bi-weekly pay range
20 for their job classification, whichever is greater, effective June 14, 2026.

21 4. All full-time employees employed on May 31, 2026, whose salary is

22 established in Section 3(A)– General and Management Pay Schedule, shall

1 receive a one-time, lump sum payment of one thousand dollars (\$1,000.00)
2 paid on June 5, 2026.

3 5. Substandard Performance of Duties: The Commissioners may reduce the
4 salary of an employee whose level of performance or assigned duties is
5 significantly diminished and no longer warrants payment at the employee's
6 range set forth in Section Two of this ordinance. The pay of any employee
7 may be decreased as a disciplinary action at the discretion of the
8 Commissioners. Any such decrease shall be made in accordance with
9 established Election Board disciplinary procedures. The decrease shall not be
10 greater than fifteen percent (15%) of the current salary range. The decrease
11 may be below the minimum pay range for the class. At the discretion of the
12 Commissioners, a salary decrease may be made for a specific number of bi-
13 weekly pay periods or for an undetermined time.

14 D. The granting of any salary increase or decrease shall be made at the beginning of a
15 payroll period.

16 E. This ordinance serves as notice required by § 115.049, RSMo., to the President of the
17 Board of Aldermen and members of the Board of Estimate and Apportionment that
18 upon approval and implementation of the yearly budget of the City of St. Louis, the
19 Election Board is authorized to increase compensation of Election Board employees
20 as provided by the budget.

1 **SECTION FIVE. Changes To The Classification Plan.**

2 Whenever the Election Board finds it necessary to add a new class or change the pay schedule or
3 grade of an existing class, the Election Board shall allocate the class to the appropriate grade and
4 schedule or make such amendment to the existing class and notify the Board of Aldermen of this
5 action.

6 **SECTION SIX. Overtime.**

7 Pay grades denoted with the suffix “M” or “C” are exempt from overtime compensation. Pay
8 grades denoted with the suffix “G” are non-exempt classes that receive overtime compensation at
9 the one and one-half times (1.5x) rate.

10 **SECTION SEVEN. Holidays.**

11 A. The Election Board shall grant holiday leave with pay, holiday pay, or compensatory
12 holiday time off in lieu of pay to employees working full-time who are paid a bi-
13 weekly rate on the following designated holidays as observed by the State of
14 Missouri:

- 15 1. New Year’s Day
- 16 2. Rev. Martin Luther King, Jr. Day
- 17 3. Lincoln’s Birthday
- 18 4. Presidents’ Day
- 19 5. Truman Day
- 20 6. Memorial Day
- 21 7. Juneteenth Day
- 22 8. Independence Day

1 9. Labor Day

2 10. Columbus Day

3 11. Veteran's Day

4 12. Thanksgiving Day

5 13. Day after Thanksgiving Day

6 14. Christmas Day

7 B. The Election Board shall not grant holiday leave with pay, holiday pay, or
8 compensatory holiday time off except as provided in this Section Seven. Employees
9 working full time and paid a bi-weekly rate whose pay is established in this
10 compensation ordinance shall receive leave with pay or compensatory time off in lieu
11 of pay as holiday compensation in an amount that is proportionate to the number of
12 hours the employee is regularly scheduled to work in a day.

13 C. When the day of observance of a holiday is changed by State or Federal law, it will be
14 so observed by the City of St. Louis. When the day of observance of a holiday is
15 changed by State or Federal executive action, the Mayor shall determine the day of
16 observance by the City of St. Louis. When the date of observance is determined by
17 State law, the Election Board shall observe the date determined by the State. When
18 one of the above enumerated holidays occurs on Sunday, the following Monday shall
19 be observed as the holiday. When one of the above holidays occurs on Saturday, the
20 preceding Friday shall be observed as the holiday.

21 D. The Election Board shall determine the manner of granting holidays. When full-time
22 employees are required to work on a holiday they shall be entitled to compensation

1 for the holiday and the hours actually worked. Compensation for the holiday shall be
2 in an amount proportionate to the number of hours an employee is regularly
3 scheduled to work in a day.

4 **SECTION EIGHT. Severability Clause.**

5 The Sections of this Ordinance shall be severable. In the event that any Section of this
6 Ordinance is found by a court of competent jurisdiction to be illegal or unconstitutional, the
7 remaining Sections of this Ordinance are valid, unless the court finds the valid Sections of this
8 Ordinance are so essentially and inseparably connected with, and so dependent upon, the void
9 Section that it cannot be presumed that the Board of Aldermen would have enacted the valid
10 Sections without the void Sections; or unless the court finds the valid Sections, standing alone,
11 are incomplete and incapable of being executed in accordance with the legislative intent.

12 **SECTION NINE. Emergency Clause.**

13 This being an ordinance either making an appropriation for the payment of principal or interest
14 of the public debt, or for current expenses of the city government; any general appropriation
15 ordinance; or is an ordinance fixing a tax rate, it is hereby declared to be an emergency measure
16 within the meaning of Sections 19 and 20 of Article IV of the Charter, and, therefore, this
17 Ordinance shall be effective with the start of the first pay period after approval by the Mayor.

FISCAL NOTE

BOARD BILL NUMBER 15

Preparer's Name Cheryl Campbell

Phone Number or Email Address (will be available publicly) campbellch@stlouis-mo.gov

Bill Sponsor Alderman Rasheen Aldridge Jr.

Bill Synopsis:	<i>An ordinance relating to the appointment of and salaries of certain employees of the St. Louis Board of Election Commissioners, repealing Ordinance Number 71887 and establishing updated classification grades, pay schedules, salary adjustments, and compensation provisions, including merit increases and a one-time payment.</i>
Type of Impact:	<i>Indeterminate (Personnel Costs; Compensation Adjustments)</i>
Agencies Affected:	<i>Board of Election Commissioners</i>

SECTION A

Does this bill authorize:

- An expansion of services which entails additional costs beyond that approved in the current adopted city budget? ___ Yes ___ X No
- An undertaking of a new service for which no funding is provided in the current adopted city budget? ___ Yes ___ X No
- A commitment of city funding in the future under certain specified conditions? ___ X ___ Yes ___ No
- An issuance of bonds, notes and lease-purchase agreements which may require additional funding beyond that approved in the current adopted city budget? ___ Yes ___ X No
- An execution or initiation of an activity as a result of federal or state mandates or requirements? ___ Yes ___ X No
- A capital improvement project that increases operating costs over the current adopted city budget? ___ Yes ___ X No

- A capital improvement project that requires funding not approved in the current adopted city budget or that will require funding in future years? _____ Yes _____ X No

If the answer is yes to any of the above questions, then a fiscal note must be attached to the board bill. Complete Section B of the form below.

SECTION B

- Does the bill require the construction of any new physical facilities? _____ Yes _____ X No

- If yes, describe the facilities and provide the estimated cost:

- Is the bill estimated to have a direct fiscal impact on any city department or office? _____ X Yes _____ No

- If yes, explain the impact and the estimated cost:

The bill establishes updated compensation structures for employees of the Board of Election Commissioners, including revised pay schedules, merit-based increases, potential salary adjustments, and a one-time lump sum payment of \$1,000 for eligible employees.

These provisions will result in increased personnel-related expenditures.

- Does the bill create a program or administrative subdivision? _____ Yes _____ X No

- If yes, then is there a similar existing program or administrative subdivision? _____ Yes _____ No

- If yes, explain the how the proposed programs or administrative subdivisions may overlap:

- Describe the annual operating, equipment, and maintenance costs that would result from the proposed bill, as well as any funding sources:

The bill results in increased annual operating costs associated with employee compensation, including salary adjustments, merit increases, potential performance-based increases, and a one-time payment to eligible employees. No equipment or maintenance costs are identified in the Board Bill language.

The number of affected employees and their current compensation levels are not specified in the Board Bill language; therefore, total fiscal impact cannot be determined.

No specific funding source is identified in the Board Bill language.

Complete the chart below to list the total estimated expenditures required of the City resulting from the proposed board bill and any estimated savings or additional revenue.

Financial Estimate of Impact on General Fund			
Fiscal Impact	<u>Year 1 (current)</u>	<u>Year 2</u>	<u>Year 3</u>
Additional Expenditures	<i>Indeterminate</i>	<i>Indeterminate</i>	<i>Indeterminate</i>
Additional Revenue	<i>\$0</i>	<i>\$0</i>	<i>\$0</i>
Net	<i>Indeterminate</i>	<i>Indeterminate</i>	<i>Indeterminate</i>
Financial Estimate of Impact on Special Funds			
Fiscal Impact	<u>Year 1 (current)</u>	<u>Year 2</u>	<u>Year 3</u>
Additional Expenditures	<i>\$0</i>	<i>\$0</i>	<i>\$0</i>
Additional Revenue	<i>\$0</i>	<i>\$0</i>	<i>\$0</i>
Net	<i>\$0</i>	<i>\$0</i>	<i>\$0</i>

- Describe any assumptions used in preparing this fiscal note:

This fiscal note was prepared based on review of the language contained within the Board Bill. The ordinance establishes updated compensation structures, including salary ranges, merit increases, and a one-time payment, but does not include employee counts, current salary baselines, or total projected costs. As a result, fiscal impact cannot be quantified and is assumed to be driven by personnel-related expenditures.

- List any sources of information (including any City officials, agencies, or departments) used in preparing this fiscal note:

Board Bill 15, including provisions related to employee classifications, pay schedules, salary adjustments, merit increases, and one-time compensation payments for employees of the Board of Election Commissioners.

- Have the financial estimates of this bill been verified by the City Budget Division?

____ Yes X No

- If yes, by whom? _____ .

ORDINANCE NUMBER 71887

BOARD BILL NUMBER 48 INTRODUCED BY ALDERMAN RASHEEN ALDRIDGE

An ordinance relating to the appointment of and salaries of certain employees of the St. Louis Board of Election Commissioners (the “Election Board”) pursuant to §§ 115.045 and 115.049, Revised Statutes of Missouri (“RSMo.”), by repealing **Ordinance Number 71702**; allocating certain other employees to a grade with rate; and including an emergency clause. The provisions of the sections contained in this ordinance shall be effective with the start of the first pay period after approval by the Mayor.

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

SECTION ONE. Repealing Ordinance 71702.

Ordinance Number 71702 is hereby repealed, and in lieu thereof a new ordinance and chapter are hereby enacted, to read as follows.

SECTION TWO. List of Classes.

Pursuant to §§ 115.045 and 115.049, RSMo., the Commissioners of the Election Board (the “Commissioners”) are hereby authorized to appoint and employ the following employees with bi-weekly rates, in accordance with the following classification plan, to a grade with rates established in Section 3 of this ordinance:

- A. Chairman of the Board of Election Commissioners - - - - - with a grade of 1C
- B. Coordinator-Absentee - - - - - with a grade of 12G
- C. Coordinator-Registration - - - - - with a grade of 12G
- D. Deputy-MCVR - - - - -with a grade of 19M
- E. Deputy-OPS - - - - -with a grade of 19M
- F. Director - - - - -with a grade of 19M

- 1 G. Manager-ADA ----- with a grade of 17M
- 2 H. Manager-Budget/HR/MCVR -----with a grade of 17M
- 3 I. Manager-IT -----with a grade of 17M
- 4 J. Manager-PSI -----with a grade of 17M
- 5 K. Manager-Recruit/Outreach -----with a grade of 17M
- 6 L. Member of the Board of Election Commissioners -----with a grade of 3C
- 7 M. Assistant-MCVR----- with a grade of 11G
- 8 N. Secretary of the Board of Election Commissioners ----- with a grade of 2C
- 9 O. Tabulation/Voting Systems -----with a grade of 13G
- 10 P. Trainer/MCVR ----- with a grade of 12G
- 11 Q. Warehouse ----- with a grade of 12G

12 **SECTION THREE. Official Pay Schedule for Classification Grades.**

13 A. General and Management Pay Schedule: The following bi-weekly pay schedule for
14 all pay grades denoted with the suffix “G” or “M” shall become effective beginning
15 with the bi-weekly pay period following the effective date of this ordinance:

16	Grade	9	10	11	12	13	15	17	19
17	<u>Step</u>								
18	<u>1</u>	1200	1210	1222	1270	1400	1839	2421	3189
19	<u>2</u>	1218	1228	1240	1289	1421	1867	2457	3237
20	<u>3</u>	1236	1247	1259	1308	1442	1895	2494	3285
21	<u>4</u>	1255	1265	1278	1328	1464	1923	2532	3335
22	<u>5</u>	1274	1284	1297	1348	1486	1952	2570	3385
23	<u>6</u>	1293	1304	1316	1368	1508	1981	2608	3435

1	<u>7</u>	1312	1323	1336	1389	1531	2011	2647	3487
2	<u>8</u>	1332	1343	1356	1410	1554	2041	2687	3539
3	<u>9</u>	1352	1363	1377	1431	1577	2072	2727	3592
4	<u>10</u>	1372	1384	1397	1452	1601	2103	2768	3646
5	<u>11</u>	1393	1404	1418	1474	1625	2134	2810	3701
6	<u>12</u>	1414	1425	1439	1496	1649	2166	2852	3756
7	<u>13</u>	1435	1447	1461	1518	1674	2199	2895	3813
8	<u>14</u>	1456	1468	1483	1541	1699	2232	2938	3870
9	<u>15</u>	1478	1490	1505	1564	1724	2265	2982	3928
10	<u>16</u>	1500	1513	1528	1588	1750	2299	3027	3987
11	<u>17</u>	1523	1535	1551	1612	1777	2334	3072	4047
12	<u>18</u>	1546	1559	1574	1636	1803	2369	3118	4107
13	<u>19</u>	1569	1582	1598	1660	1830	2404	3165	4169
14	<u>20</u>	1592	1606	1622	1685	1858	2440	3213	4232
15	<u>21</u>	1616	1630	1646	1711	1886	2477	3261	4295
16	<u>22</u>	1640	1654	1671	1736	1914	2514	3310	4360
17	<u>23</u>	1665	1679	1696	1762	1943	2552	3359	4425
18	<u>24</u>	1690	1704	1721	1789	1972	2590	3410	4491
19	<u>25</u>	1715	1730	1747	1815	2001	2629	3461	4559
20	<u>26</u>	1741	1756	1773	1843	2031	2668	3513	4627
21	<u>27</u>	1767	1782	1800	1870	2062	2708	3565	4696
22	<u>28</u>	1794	1809	1827	1898	2093	2749	3619	4767
23	<u>29</u>	1821	1836	1854	1927	2124	2790	3673	4838

30 1848 1863 1882 1985 2156 2832 3728 4911

B. Commissioners' Pay Schedule: The following bi-weekly pay schedule for all pay grades denoted with the suffix "C" shall become effective beginning with the bi-weekly pay period following the effective date of this ordinance. The pay grades denoted with the suffix "C" are required by § 115.035, RSMo.

1. Grade 1C shall have the bi-weekly pay of \$288.46

2. Grade 2C shall have the bi-weekly pay of \$288.46

3. Grade 3C shall have the bi-weekly pay of \$230.77

SECTION FOUR. Salary Adjustment.

A. All pay schedules established by **Ordinance Number 71702** shall continue in effect until the beginning of the bi-weekly pay period effective upon passage of this ordinance.

B. Salary adjustment for all employees of the Election Board shall be based on consideration of merit, equity, or success in fulfilling predetermined goals and objectives as herein provided.

C. An appointing authority shall evaluate the performance of all employees whose salary is established in Section Two of this ordinance for the purpose of salary adjustment. On or about December 1 of each year following approval of this ordinance, the Directors of the Election Board shall submit to the Commissioners evaluations of all employees whose pay grades are denoted by suffixes "G" and "M". These consideration of these evaluations by the Commissioners shall be the basis for salary adjustments:

- 1 1. Annual Merit Increase: Any employee whose salary is established in Section
2 Two of this ordinance shall receive an annual service rating. This service
3 rating with the standards of performance established by the Election Board
4 shall determine eligibility for a one-step one and one-half percent (1.5%)
5 within-range (merit) increase.
- 6 2. Exceptional Performance of Duties: The Commissioners may grant a within-
7 range salary adjustment in any whole dollar increment up to a ten percent
8 (10%) increase of an employee's bi-weekly base. The Commissioners may
9 increase the salary of an employee who demonstrates exceptional
10 performance of duties after serving twenty-six (26) weeks of employment at
11 the same rate in the salary range by not more than ten percent (10%) or the
12 closest step in the pay range which provides for not more than a ten
13 percent (10%) increase. This increase may be in addition to any merit increase
14 received.
- 15 3. Substandard Performance of Duties: The Commissioners may reduce the
16 salary of an employee whose level of performance or assigned duties is
17 significantly diminished and no longer warrants payment at the employee's
18 range set forth in Section Two of this ordinance. The pay of any employee
19 may be decreased as a disciplinary action at the discretion of the
20 Commissioners. Any such decrease shall be made in accordance with
21 established Election Board disciplinary procedures. The decrease shall not be
22 greater than fifteen percent (15%) of the current salary range. The decrease
23 may be below the minimum pay range for the class. At the discretion of the

Commissioners, a salary decrease may be made for a specific number of bi-weekly pay periods or for an undetermined time.

D. The granting of any salary increase or decrease shall be made at the beginning of a payroll period.

E. This ordinance serves as notice required by § 115.049, RSMo., to the President of the Board of Aldermen and members of the Board of Estimate and Apportionment that upon approval and implementation of the yearly budget of the City of St. Louis, the Election Board is authorized to increase compensation of Election Board employees as provided by the budget.

SECTION FIVE. Changes to the Classification Plan.

Whenever the Election Board finds it necessary to add a new class or change the pay schedule or grade of an existing class, the Election Board shall allocate the class to the appropriate grade and schedule or make such amendment to the existing class and notify the Board of Aldermen of this action.

SECTION SIX. Overtime.

Pay grades denoted with the suffix “M” are exempt from overtime compensation. Pay grades denoted with the suffix “G” are non-exempt classes that receive overtime compensation at the one and one-half times (1.5x) rate.

SECTION SEVEN. Holidays.

A. The Election Board shall grant holiday leave with pay, holiday pay, or compensatory holiday time off in lieu of pay to employees working full-time who are paid a bi-

weekly rate on the following designated holidays as observed by the State of Missouri:

1. New Year's Day
2. Rev. Martin Luther King, Jr. Day
3. Lincoln's Birthday
4. Presidents' Day
5. Truman Day
6. Memorial Day
7. Juneteenth Day
8. Independence Day
9. Labor Day
10. Columbus Day
11. Veteran's Day
12. Thanksgiving Day
13. Day after Thanksgiving Day
14. Christmas Day

B. The Election Board shall not grant holiday leave with pay, holiday pay, or compensatory holiday time off except as provided in this Section Seven. Employees working full time and paid a bi-weekly rate whose pay is established in this compensation ordinance shall receive leave with pay or compensatory time off in lieu of pay as holiday compensation in an amount that is proportionate to the number of hours the employee is regularly scheduled to work in a day.

1 C. When the day of observance of a holiday is changed by State or Federal law, it will be
2 so observed by the City of St. Louis. When the day of observance of a holiday is
3 changed by State or Federal executive action, the Mayor shall determine the day of
4 observance by the City of St. Louis. When the date of observance is determined by
5 State law, the Election Board shall observe the date determined by the State. When
6 one of the above enumerated holidays occurs on Sunday, the following Monday shall
7 be observed as the holiday. When one of the above holidays occurs on Saturday, the
8 preceding Friday shall be observed as the holiday.

9 D. The Election Board shall determine the manner of granting holidays. When full-time
10 employees are required to work on a holiday they shall be entitled to compensation
11 for the holiday and the hours actually worked. Compensation for the holiday shall be
12 in an amount proportionate to the number of hours an employee is regularly
13 scheduled to work in a day.

14 **SECTION EIGHT. Severability Clause.**

15 The Sections of this Ordinance shall be severable. In the event that any Section of this
16 Ordinance is found by a court of competent jurisdiction to be illegal or unconstitutional, the
17 remaining Sections of this Ordinance are valid, unless the court finds the valid Sections of this
18 Ordinance are so essentially and inseparably connected with, and so dependent upon, the void
19 Section that it cannot be presumed that the Board of Aldermen would have enacted the valid
20 Sections without the void Sections; or unless the court finds the valid Sections, standing alone,
21 are incomplete and incapable of being executed in accordance with the legislative intent.

1 **SECTION NINE. Emergency Clause.**

2 This being an ordinance either making an appropriation for the payment of principal or interest
3 of the public debt, or for current expenses of the city government; any general appropriation
4 ordinance; or is an ordinance fixing a tax rate, it is hereby declared to be an emergency measure
5 within the meaning of Sections 19 and 20 of Article IV of the Charter, and, therefore, this
6 Ordinance shall become effective immediately upon its passage and approval of the Mayor of the
7 City.

ORDINANCE 71702
BOARD BILL NUMBER 64 AS AMENDED INTRODUCED BY ALDERWOMAN ANNE SCHWEITZER

An ordinance relating to the appointment of and salaries of certain employees of the St. Louis Board of Election Commissioners (the “Election Board”) pursuant to §§ 115.045 and 115.049, Revised Statutes of Missouri (“RSMo.”), by repealing **Ordinance Number 71513**; allocating certain other employees to a grade with rate; and including an emergency clause. The provisions of the sections contained in this ordinance shall be effective with the start of the first pay period after approval by the Mayor.

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

SECTION ONE. **Ordinance Number 71513** is hereby repealed, and in lieu thereof a new ordinance and chapter is hereby enacted, to read as follows.

SECTION TWO. Alphabetical List of Classes. Pursuant to §§ 115.045 and 115.049, RSMo., the Commissioners of the Election Board (the “Commissioners”) are hereby authorized to appoint and employ the following employees with bi-weekly rates, in accordance with the following classification plan, to a grade with rates established in Section 2 of this ordinance.

<u>TITLE</u>	<u>GRADE/SCHEDULE</u>
Absentee Supervisor	11 G
Assistant Deputy Director of Elections	15 M
Chairman of the Board of Election Commissioners	1 C
Deputy Director of Elections	17 M
Director of Elections	19 M
Judge Supervisor	12 G
Manager of Budget and Payroll	13 G
Manager of IT	13 G
Member of the Board of Election Commissioners	3 C
Operations Supervisor	12 G

Receptionist	9 G
Registration Assistant	10 G
Registration Coordinator	11 G
Registration Supervisor	12 G
Secretary of the Board of Election Commissioners	2 C
Tabulation Supervisor	13 G

SECTION THREE. Official Pay Schedule for Classification Grades.

A. General and Management Pay Schedule: The following bi-weekly pay schedule for all pay grades denoted with the suffix “G” or “M” shall become effective beginning with the bi-weekly pay period following the effective date of this ordinance.

<u>BI-WEEKLY RANGE OF PAY IN WHOLE DOLLARS</u>								
GRADE	9	10	11	12	13	15	17	19
STEP								
1	1200	1210	1222	1270	1400	1839	2421	3189
2	1218	1228	1240	1289	1421	1867	2457	3237
3	1236	1247	1259	1308	1442	1895	2494	3285
4	1255	1265	1278	1328	1464	1923	2532	3335
5	1274	1284	1297	1348	1486	1952	2570	3385
6	1293	1304	1316	1368	1508	1981	2608	3435
7	1312	1323	1336	1389	1531	2011	2647	3487
8	1332	1343	1356	1410	1554	2041	2687	3539
9	1352	1363	1377	1431	1577	2072	2727	3592
10	1372	1384	1397	1452	1601	2103	2768	3646
11	1393	1404	1418	1474	1625	2134	2810	3701
12	1414	1425	1439	1496	1649	2166	2852	3756
13	1435	1447	1461	1518	1674	2199	2895	3813
14	1456	1468	1483	1541	1699	2232	2938	3870
15	1478	1490	1505	1564	1724	2265	2982	3928
16	1500	1513	1528	1588	1750	2299	3027	3987
17	1523	1535	1551	1612	1777	2334	3072	4047
18	1546	1559	1574	1636	1803	2369	3118	4107
19	1569	1582	1598	1660	1830	2404	3165	4169
20	1592	1606	1622	1685	1858	2440	3213	4232
21	1616	1630	1646	1711	1886	2477	3261	4295
22	1640	1654	1671	1736	1914	2514	3310	4360
23	1665	1679	1696	1762	1943	2552	3359	4425

24	1690	1704	1721	1789	1972	2590	3410	4491
25	1715	1730	1747	1815	2001	2629	3461	4559
26	1741	1756	1773	1843	2031	2668	3513	4627
27	1767	1782	1800	1870	2062	2708	3565	4696
28	1794	1809	1827	1898	2093	2749	3619	4767
29	1821	1836	1854	1927	2124	2790	3673	4838
30	1848	1863	1882	1985	2156	2832	3728	4911

B. Commissioners' Pay Schedule: The following bi-weekly pay schedule for all pay grades denoted with the suffix "C" shall become effective beginning with the bi-weekly pay period following the effective date of this ordinance. The pay grades denoted with the suffix "C" are required by § 115.035, RSMo.

<u>GRADE</u>	<u>BI-WEEKLY RATE</u>
1C	\$288.46
2C	\$288.46
3C	\$230.77

SECTION FOUR. Salary Adjustment.

A. All pay schedules established by Ordinance Number 71479 shall continue in effect until the beginning of the bi-weekly pay period effective upon passage of this ordinance.

B. Salary adjustment for all employees of the Election Board shall be based on consideration of merit, equity, or success in fulfilling predetermined goals and objectives as herein provided.

B. An appointing authority shall evaluate the performance of all employees whose salary is established in Section Two A of this ordinance for the purpose of salary adjustment. On or about December 1 of each year following approval of this ordinance, the Directors of the Election Board shall submit to the Commissioners evaluations of all employees whose pay grades are denoted by

1 suffixes “G” and “M”. Consideration of these evaluations by the Commissioners shall be the basis
2 for salary adjustments.

3 1. Annual Merit Increase: Any employee whose salary is established in Section Two A of
4 this ordinance shall receive an annual service rating. This service rating with the standards
5 of performance established by the Election Board shall determine eligibility for a one-step
6 one and one-half percent (1.5%) within-range (merit) increase.

7 2. Exceptional Performance of Duties: The Commissioners may grant a within-range
8 salary adjustment in any whole dollar increment up to a ten percent (10%) increase of an
9 employee’s bi-weekly base. The Commissioners may increase the salary of an employee
10 who demonstrates exceptional performance of duties after serving twenty-six (26) weeks
11 of employment at the same rate in the salary range by not more than ten percent (10%) or
12 the closest step in the pay range which provides for not more than a ten percent (10%)
13 increase. This increase may be in addition to any merit increase received.

14 **3. Effective upon approval of the Mayor all full-time employees will receive a 3%**
15 **across the board increase in pay.**

16 4. Substandard Performance of Duties: The Commissioners may reduce the salary of an
17 employee whose level of performance or assigned duties is significantly diminished and
18 no longer warrants payment at the employee’s range set forth in Section Two A of this
19 ordinance. The pay of any employee may be decreased as a disciplinary action at the
20 discretion of the Commissioners. Any such decrease shall be made in accordance with
21 established Election Board disciplinary procedures. The decrease shall not be greater than
22 fifteen percent (15%) of the current salary range. The decrease may be below the minimum

1 pay range for the class. At the discretion of the Commissioners, a salary decrease may be
2 made for a specific number of bi-weekly pay periods or for an undetermined time.

3 C. The granting of any salary increase or decrease shall be made at the beginning of a payroll
4 period.

5 D. This ordinance serves as notice required by § 115.049, RSMo., to the President of the Board
6 of Aldermen and members of the Board of Estimate and Apportionment that upon approval and
7 implementation of the yearly budget of the City of St. Louis, the Election Board is authorized to
8 increase compensation of Election Board employees as provided by the budget.

9 **SECTION FIVE.** Changes to the Classification Plan. Whenever the Election Board finds it
10 necessary to add a new class or change the pay schedule or grade of an existing class, the Election
11 Board shall allocate the class to the appropriate grade and schedule or make such amendment to
12 the existing class and notify the Board of Aldermen of this action.

13 **SECTION SIX.** Overtime. Pay grades denoted with the suffix “M” are exempt from overtime
14 compensation. Pay grades denoted with the suffix “G” are non-exempt classes that receive
15 overtime compensation at the one and one-half times (1.5x) rate.

16 **SECTION SEVEN.** Holidays.

17 A. The Election Board shall grant holiday leave with pay, holiday pay, or compensatory holiday
18 time off in lieu of pay to employees working full-time who are paid a bi-weekly rate on the
19 following designated holidays as observed by the State of Missouri:

20 HOLIDAY
21 New Year’s Day
22 Rev. Martin Luther King, Jr. Day
23 Lincoln’s Birthday
24 Presidents’ Day

1 Truman Day
2 Memorial Day
3 Juneteenth Day
4 Independence Day
5 Labor Day
6 Columbus Day
7 Veterans Day
8 Thanksgiving Day
9 Day after Thanksgiving Day
10 Christmas Day

11 B. The Election Board shall not grant holiday leave with pay, holiday pay, or compensatory
12 holiday time off except as provided in this Section Six. Employees working full-time and paid a
13 bi-weekly rate whose pay is established in this compensation ordinance shall receive leave with
14 pay or compensatory time off in lieu of pay as holiday compensation in an amount that is
15 proportionate to the number of hours the employee is regularly scheduled to work in a day.

16 C. When the day of observance of a holiday is changed by State or Federal law, it will be so
17 observed by the City of St. Louis. When the day of observance of a holiday is changed by State or
18 Federal executive action, the Mayor shall determine the day of observance by the City of St. Louis.
19 When the date of observance is determined by State law, the Election Board shall observe the date
20 determined by the State. When one of the above enumerated holidays occurs on Sunday, the
21 following Monday shall be observed as the holiday. When one of the above holidays occurs on
22 Saturday, the preceding Friday shall be observed as the holiday.

23 D. The Election Board shall determine the manner of granting holidays. When full time
24 employees are required to work on a holiday they shall be entitled to compensation for the holiday
25 and the hours actually worked. Compensation for the holiday shall be in an amount proportionate
26 to the number of hours an employee is regularly scheduled to work in a day.

1 **SECTION EIGHT.** Severability. The sections of this ordinance shall be severable. In the
2 event that any section of this ordinance is found by a court of competent jurisdiction to be invalid,
3 the remaining sections of this ordinance are valid, unless the court finds the valid sections of the
4 ordinance are so essential and inseparably connected with and dependent upon the void section
5 that it cannot be presumed that the Board of Aldermen would have enacted the valid sections
6 without the void ones, or unless the court finds that the valid sections standing alone are incomplete
7 and are incapable of being executed in accordance with the legislative intent.

8 **SECTION NINE.** Emergency Clause. The passage of this ordinance being deemed necessary
9 for the immediate preservation of the public peace, health and safety, it is hereby declared to be an
10 emergency ordinance pursuant to Article IV, Sections 19 and 20 of the City Charter.

ORDINANCE 71513

BOARD BILL NUMBER 49 AS AMENDED INTRODUCED BY ALDERMAN BRANDON BOSLEY

An ordinance relating to the appointment of and salaries of certain employees of the St. Louis Board of Election Commissioners (the “Election Board”) pursuant to §§ 115.045 and 115.049, Revised Statutes of Missouri (“RSMo.”), by repealing **Ordinance Number 71479**; allocating certain other employees to a grade with rate; and including an emergency clause. The provisions of the sections contained in this ordinance shall be effective June 19, 2022.

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

SECTION ONE.

Ordinance Number 71479 is hereby repealed and a new ordinance and chapter is hereby enacted, to read as follows.

SECTION TWO. Alphabetical List of Classes. Pursuant to §§ 115.045 and 115.049, RSMo., the Commissioners of the Election Board (the “Commissioners”) are hereby authorized to appoint and employ the following employees with bi-weekly rates, in accordance with the following classification plan, to a grade with rates established in Section 2 of this ordinance.

TITLE	GRADE/SCHEDULE
Absentee Supervisor	11 G
Assistant Deputy Director of Elections	15 M
Chairman of the Board of Election Commissioners	1 C
Deputy Director of Elections	17 M
Director of Elections	19 M
Judge Supervisor	12 G
Manager of Budget and Payroll	13 G
Manager of IT	13 G
Member of the Board of Election Commissioners	3 C

1	Operations Supervisor	12 G
2	Receptionist	9 G
3	Registration Assistant	10 G
4	Registration Coordinator	11 G
5	Registration Supervisor	12 G
6	Secretary of the Board of Election Commissioners	2 C
7	Tabulation Supervisor	13 G

8 **SECTION THREE. Official Pay Schedule for Classification Grades.**

9 A. General and Management Pay Schedule: The following bi-weekly pay schedule for all pay
10 grades denoted with the suffix “G” or “M” shall become effective beginning with the bi-weekly
11 pay period following the effective date of this ordinance.

BI-WEEKLY RANGE OF PAY IN WHOLE DOLLARS								
GRADE	9	10	11	12	13	15	17	19
STEP								
1	1200	1210	1222	1270	1400	1839	2421	3189
2	1218	1228	1240	1289	1421	1867	2457	3237
3	1236	1247	1259	1308	1442	1895	2494	3285
4	1255	1265	1278	1328	1464	1923	2532	3335
5	1274	1284	1297	1348	1486	1952	2570	3385
6	1293	1304	1316	1368	1508	1981	2608	3435
7	1312	1323	1336	1389	1531	2011	2647	3487
8	1332	1343	1356	1410	1554	2041	2687	3539
9	1352	1363	1377	1431	1577	2072	2727	3592
10	1372	1384	1397	1452	1601	2103	2768	3646
11	1393	1404	1418	1474	1625	2134	2810	3701
12	1414	1425	1439	1496	1649	2166	2852	3756
13	1435	1447	1461	1518	1674	2199	2895	3813
14	1456	1468	1483	1541	1699	2232	2938	3870
15	1478	1490	1505	1564	1724	2265	2982	3928
16	1500	1513	1528	1588	1750	2299	3027	3987
17	1523	1535	1551	1612	1777	2334	3072	4047
18	1546	1559	1574	1636	1803	2369	3118	4107
19	1569	1582	1598	1660	1830	2404	3165	4169
20	1592	1606	1622	1685	1858	2440	3213	4232
21	1616	1630	1646	1711	1886	2477	3261	4295

22	1640	1654	1671	1736	1914	2514	3310	4360
23	1665	1679	1696	1762	1943	2552	3359	4425
24	1690	1704	1721	1789	1972	2590	3410	4491
25	1715	1730	1747	1815	2001	2629	3461	4559
26	1741	1756	1773	1843	2031	2668	3513	4627
27	1767	1782	1800	1870	2062	2708	3565	4696
28	1794	1809	1827	1898	2093	2749	3619	4767
29	1821	1836	1854	1927	2124	2790	3673	4838
30	1848	1863	1882	1985	2156	2832	3728	4911

B. Commissioners' Pay Schedule: The following bi-weekly pay schedule for all pay grades denoted with the suffix "C" shall become effective beginning with the bi-weekly pay period following the effective date of this ordinance. The pay grades denoted with the suffix "C" are required by § 115.035, RSMo.

GRADE	BI-WEEKLY RATE
1C	\$288.46
2C	\$288.46
3C	\$230.77

SECTION FOUR. Salary Adjustment.

A. Salary adjustment for all employees of the Election Board shall be based on consideration of merit, equity, or success in fulfilling predetermined goals and objectives as herein provided.

B. An appointing authority shall evaluate the performance of all employees whose salary is established in Section Two A of this ordinance for the purpose of salary adjustment. On or about December 1 of each year following approval of this ordinance, the Directors of the Election Board shall submit to the Commissioners evaluations of all employees whose pay grades are denoted by suffixes "G" and "M". Consideration of these evaluations by the Commissioners shall be the basis for salary adjustments.

1 1. Annual Merit Increase: Any employee whose salary is established in Section Two A of this
2 ordinance shall receive an annual service rating. This service rating with the standards of
3 performance established by the Election Board shall determine eligibility for a one-step one
4 and one-half percent (1.5 percent) within-range (merit) increase.

5 2. Exceptional Performance of Duties: The Commissioners may grant a within-range salary
6 adjustment in any whole dollar increment up to a ten percent (10 percent) increase of an
7 employee's bi-weekly base. The Commissioners may increase the salary of an employee who
8 demonstrates exceptional performance of duties after serving twenty-six (26) weeks of
9 employment at the same rate in the salary range by not more than ten percent (10 percent) or
10 the closest step in the pay range which provides for not more than a ten percent (10 percent)
11 increase. This increase may be in addition to any merit increase received.

12 **3. Effective June 19, 2022, all full-time employees will receive a three percent (3%)**
13 **across the board increase in pay, additionally all full-time employees will receive a one-**
14 **time \$2,000.00 lump sum effective July 3, 2022. All full-time employees who meet the**
15 **eligibility requirements for Family Medical Leave approval will be entitled to 6 weeks of**
16 **paid Family Medical Leave. Upon passage of this Ordinance an emergency clause will be**
17 **in effect.**

18 4. Substandard Performance of Duties: The Commissioners may reduce the salary of an
19 employee whose level of performance or assigned duties is significantly diminished and no
20 longer warrants payment at the employee's range set forth in Section Two A of this ordinance.
21 The pay of any employee may be decreased as a disciplinary action at the discretion of the
22 Commissioners. Any such decrease shall be made in accordance with established Election

Board disciplinary procedures. The decrease shall not be greater than fifteen percent (15 percent) of the current salary range. The decrease may be below the minimum pay range for the class. At the discretion of the Commissioners, a salary decrease may be made for a specific number of bi-weekly pay periods or for an undetermined time.

C. The granting of any salary increase or decrease shall be made at the beginning of a payroll period.

D. This ordinance serves as notice required by § 115.049, RSMo., to the President of the Board of Aldermen and members of the Board of Estimate and Apportionment that upon approval and implementation of the yearly budget of the City of St. Louis, the Election Board is authorized to increase compensation of Election Board employees as provided by the budget.

SECTION FIVE. Changes to the Classification Plan. Whenever the Election Board finds it necessary to add a new class or change the pay schedule or grade of an existing class, the Election Board shall allocate the class to the appropriate grade and schedule or make such amendment to the existing class and notify the Board of Aldermen of this action.

SECTION SIX. Overtime. Pay grades denoted with the suffix “M” are exempt from overtime compensation. Pay grades denoted with the suffix “G” are non-exempt classes that receive overtime compensation at the one and one-half times (1.5x) rate.

SECTION SEVEN. Holidays.

A. The Election Board shall grant holiday leave with pay, holiday pay, or compensatory holiday time off in lieu of pay to employees working full-time who are paid a bi-weekly rate on the following designated holidays as observed by the State of Missouri:

HOLIDAY

1 New Year's Day
2 Rev. Martin Luther King, Jr. Day
3 Lincoln's Birthday
4 Presidents' Day
5 Truman Day
6 Memorial Day
7 Juneteenth Day
8 Independence Day
9 Labor Day
10 Columbus Day
11 Veterans Day
12 Thanksgiving Day
13 Day after Thanksgiving Day
14 Christmas Day

15 B. The Election Board shall not grant holiday leave with pay, holiday pay, or compensatory
16 holiday time off except as provided in this Section Six. Employees working full-time and paid a
17 bi-weekly rate whose pay is established in this compensation ordinance shall receive leave with
18 pay or compensatory time off in lieu of pay as holiday compensation in an amount that is
19 proportionate to the number of hours the employee is regularly scheduled to work in a day.

20 C. When the day of observance of a holiday is changed by State or Federal law, it will be so
21 observed by the City of St. Louis. When the day of observance of a holiday is changed by State or
22 Federal executive action, the Mayor shall determine the day of observance by the City of St. Louis.
23 When the date of observance is determined by State law, the Election Board shall observe the date
24 determined by the State. When one of the above enumerated holidays occurs on Sunday, the
25 following Monday shall be observed as the holiday. When one of the above holidays occurs on
26 Saturday, the preceding Friday shall be observed as the holiday.

27 D. The Election Board shall determine the manner of granting holidays. When full time
28 employees are required to work on a holiday they shall be entitled to compensation for the holiday

1 and the hours actually worked. Compensation for the holiday shall be in an amount proportionate
2 to the number of hours an employee is regularly scheduled to work in a day.

3 **SECTION EIGHT. Severability.** The sections of this ordinance shall be severable. In the
4 event that any section of this ordinance is found by a court of competent jurisdiction to be invalid,
5 the remaining sections of this ordinance are valid, unless the court finds the valid sections of the
6 ordinance are so essential and inseparably connected with and dependent upon the void section
7 that it cannot be presumed that the Board of Aldermen would have enacted the valid sections
8 without the void ones, or unless the court finds that the valid sections standing alone are incomplete
9 and are incapable of being executed in accordance with the legislative intent.

10 **SECTION NINE. Emergency Clause.** The passage of this ordinance being deemed necessary
11 for the immediate preservation of the public peace, health and safety, it is hereby declared to be an
12 emergency ordinance pursuant to Article IV, Sections 19 and 20 of the City Charter.

ORDINANCE 71479

**BOARD BILL NUMBER 183 COMMITTEE SUBSTITUTE INTRODUCED BY:
ALDERMAN BRANDON BOSLEY/ ALDERMAN BILL STEPHENS**

An ordinance relating to the appointment of and salaries of certain employees of the St. Louis Board of Election Commissioners (the “Election Board”) pursuant to §§ 115.045 and 115.049, Revised Statutes of Missouri (“RSMo.”); allocating certain other employees to a grade with rate; and including an emergency clause. The provisions of the sections contained in this ordinance shall be effective with the start of the first pay period following approval by the Mayor.

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

SECTION ONE. Alphabetical List of Classes. Pursuant to §§ 115.045 and 115.049, RSMo., the Commissioners of the Election Board (the “Commissioners”) are hereby authorized to appoint and employ the following employees with bi-weekly rates, in accordance with the following classification plan, to a grade with rates established in Section 2 of this ordinance.

<u>TITLE</u>	<u>GRADE/SCHEDULE</u>
Absentee Supervisor	11 G
Assistant Deputy Director of Elections	15 M
Chairman of the Board of Election Commissioners	1 C
Deputy Director of Elections	17 M
Director of Elections	19 M
Judge Supervisor	12 G
Manager of Budget and Payroll	13 G
Manager of IT	13 G
Member of the Board of Election Commissioners	3 C
Operations Supervisor	12 G
Receptionist	9 G
Registration Assistant	10 G
Registration Coordinator	11 G
Registration Supervisor	12 G
Secretary of the Board of Election Commissioners	2 C
Tabulation Supervisor	13 G

ORDINANCE 71479

SECTION TWO. Official Pay Schedule for Classification Grades.

A. General and Management Pay Schedule: The following bi-weekly pay schedule for all pay grades denoted with the suffix “G” or “M” shall become effective beginning with the bi-weekly pay period following the effective date of this ordinance.

<u>BI-WEEKLY RANGE OF PAY IN WHOLE DOLLARS</u>								
GRADE	9	10	11	12	13	15	17	19
STEP								
1	1200	1210	1222	1270	1400	1839	2421	3189
2	1218	1228	1240	1289	1421	1867	2457	3237
3	1236	1247	1259	1308	1442	1895	2494	3285
4	1255	1265	1278	1328	1464	1923	2532	3335
5	1274	1284	1297	1348	1486	1952	2570	3385
6	1293	1304	1316	1368	1508	1981	2608	3435
7	1312	1323	1336	1389	1531	2011	2647	3487
8	1332	1343	1356	1410	1554	2041	2687	3539
9	1352	1363	1377	1431	1577	2072	2727	3592
10	1372	1384	1397	1452	1601	2103	2768	3646
11	1393	1404	1418	1474	1625	2134	2810	3701
12	1414	1425	1439	1496	1649	2166	2852	3756
13	1435	1447	1461	1518	1674	2199	2895	3813
14	1456	1468	1483	1541	1699	2232	2938	3870
15	1478	1490	1505	1564	1724	2265	2982	3928
16	1500	1513	1528	1588	1750	2299	3027	3987
17	1523	1535	1551	1612	1777	2334	3072	4047
18	1546	1559	1574	1636	1803	2369	3118	4107
19	1569	1582	1598	1660	1830	2404	3165	4169
20	1592	1606	1622	1685	1858	2440	3213	4232
21	1616	1630	1646	1711	1886	2477	3261	4295
22	1640	1654	1671	1736	1914	2514	3310	4360
23	1665	1679	1696	1762	1943	2552	3359	4425
24	1690	1704	1721	1789	1972	2590	3410	4491
25	1715	1730	1747	1815	2001	2629	3461	4559
26	1741	1756	1773	1843	2031	2668	3513	4627
27	1767	1782	1800	1870	2062	2708	3565	4696
28	1794	1809	1827	1898	2093	2749	3619	4767

ORDINANCE 71479

29	1821	1836	1854	1927	2124	2790	3673	4838
30	1848	1863	1882	1985	2156	2832	3728	4911

B. Commissioners' Pay Schedule: The following bi-weekly pay schedule for all pay grades denoted with the suffix "C" shall become effective beginning with the bi-weekly pay period following the effective date of this ordinance. The pay grades denoted with the suffix "C" are required by § 115.035, RSMo.

<u>GRADE</u>	<u>BI-WEEKLY RATE</u>
1C	\$288.46
2C	\$288.46
3C	\$230.77

SECTION THREE. Salary Adjustment.

A. Salary adjustment for all employees of the Election Board shall be based on consideration of merit, equity, or success in fulfilling predetermined goals and objectives as herein provided.

B. An appointing authority shall evaluate the performance of all employees whose salary is established in Section Two A of this ordinance for the purpose of salary adjustment. On or about December 1 of each year following approval of this ordinance, the Directors of the Election Board shall submit to the Commissioners evaluations of all employees whose pay grades are denoted by suffixes "G" and "M". Consideration of these evaluations by the Commissioners shall be the basis for salary adjustments.

1. Annual Merit Increase: Any employee whose salary is established in Section Two A of this ordinance shall receive an annual service rating. This service rating with the standards of performance established by the Election Board shall determine eligibility for a one-step one and one-half percent (1.5%) within-range (merit) increase.

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2. Exceptional Performance of Duties: The Commissioners may grant a within-range salary adjustment in any whole dollar increment up to a ten percent (10%) increase of an employee's bi-weekly base. The Commissioners may increase the salary of an employee who demonstrates exceptional performance of duties after serving twenty-six (26) weeks of employment at the same rate in the salary range by not more than ten percent (10%) or the closest step in the pay range which provides for not more than a ten percent (10%) increase. This increase may be in addition to any merit increase received.

3. Substandard Performance of Duties: The Commissioners may reduce the salary of an employee whose level of performance or assigned duties is significantly diminished and no longer warrants payment at the employee's range set forth in Section Two A of this ordinance. The pay of any employee may be decreased as a disciplinary action at the discretion of the Commissioners. Any such decrease shall be made in accordance with established Election Board disciplinary procedures. The decrease shall not be greater than fifteen percent (15%) of the current salary range. The decrease may be below the minimum pay range for the class. At the discretion of the Commissioners, a salary decrease may be made for a specific number of bi-weekly pay periods or for an undetermined time.

C. The granting of any salary increase or decrease shall be made at the beginning of a payroll period.

D. This ordinance serves as notice required by § 115.049, RSMo., to the President of the Board of Aldermen and members of the Board of Estimate and Apportionment that upon approval and

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implementation of the yearly budget of the City of St. Louis, the Election Board is authorized to increase compensation of Election Board employees as provided by the budget.

SECTION FOUR. Changes to the Classification Plan. Whenever the Election Board finds it necessary to add a new class or change the pay schedule or grade of an existing class, the Election Board shall allocate the class to the appropriate grade and schedule or make such amendment to the existing class and notify the Board of Aldermen of this action.

SECTION FIVE. Overtime. Pay grades denoted with the suffix “M” are exempt from overtime compensation. Pay grades denoted with the suffix “G” are non-exempt classes that receive overtime compensation at the one and one-half times (1.5x) rate.

SECTION SIX. Holidays.

A. The Election Board shall grant holiday leave with pay, holiday pay, or compensatory holiday time off in lieu of pay to employees working full-time who are paid a bi-weekly rate on the following designated holidays as observed by the State of Missouri:

HOLIDAY

New Year’s Day
Rev. Martin Luther King, Jr. Day
Lincoln’s Birthday
Presidents’ Day
Truman Day
Memorial Day
Juneteenth Day
Independence Day
Labor Day
Columbus Day
Veterans Day
Thanksgiving Day
Day after Thanksgiving Day
Christmas Day

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1 B. The Election Board shall not grant holiday leave with pay, holiday pay, or compensatory
2 holiday time off except as provided in this Section Six. Employees working full-time and paid a
3 bi-weekly rate whose pay is established in this compensation ordinance shall receive leave with
4 pay or compensatory time off in lieu of pay as holiday compensation in an amount that is
5 proportionate to the number of hours the employee is regularly scheduled to work in a day.

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

13 D. The Election Board shall determine the manner of granting holidays. When full time
14 employees are required to work on a holiday they shall be entitled to compensation for the holiday
15 and the hours actually worked. Compensation for the holiday shall be in an amount proportionate
16 to the number of hours an employee is regularly scheduled to work in a day.

17 **SECTION SEVEN. Severability.** The sections of this ordinance shall be severable. In the
18 event that any section of this ordinance is found by a court of competent jurisdiction to be invalid,
19 the remaining sections of this ordinance are valid, unless the court finds the valid sections of the
20 ordinance are so essential and inseparably connected with and dependent upon the void section
21 that it cannot be presumed that the Board of Aldermen would have enacted the valid sections

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1 without the void ones, or unless the court finds that the valid sections standing alone are incomplete
2 and are incapable of being executed in accordance with the legislative intent.

3 **SECTION EIGHT.** Emergency Clause. The passage of this ordinance being deemed
4 necessary for the immediate preservation of the public peace, health and safety, it is hereby
5 declared to be an emergency ordinance pursuant to Article IV, Sections 19 and 20 of the City
6 Charter.

ORDINANCE NUMBER 71887
BOARD BILL NUMBER 48
FISCAL NOTE

Preparer's Name Ben Borgmeyer

Phone Number or Email Address (will be available publicly) 314 540 1641

Bill Sponsor Alderman Aldridge

Bill Synopsis:	An ordinance relating to the appointment of and salaries of certain employees of the St. Louis Board of Election Commissioners (the "Election Board") pursuant to §§ 115.045 and 115.049, Revised Statutes of Missouri ("RSMo."), by repealing Ordinance Number 71702; allocating certain other employees to a grade with rate; and including an emergency clause. The provisions of the sections contained in this ordinance shall be effective with the start of the first pay period after approval by the Mayor.
Type of Impact:	Negative
Agencies Affected:	Board of Election Commissioners for the City of St. Louis

SECTION A
Does this bill authorize:

- An expansion of services which entails additional costs beyond that approved in the current adopted city budget? ___Yes ___x_No
- An undertaking of a new service for which no funding is provided in the current adopted city budget? ___Yes ___x_No
- A commitment of city funding in the future under certain specified conditions? ___x_Yes ____No
- An issuance of bonds, notes and lease-purchase agreements which may require additional funding beyond that approved in the current adopted city budget? ___Yes ___x_No

- An execution or initiation of an activity as a result of federal or state mandates or requirements?
____x____Yes ____No
- A capital improvement project that increases operating costs over the current adopted city budget?
____Yes __x____No
- A capital improvement project that requires funding not approved in the current adopted city budget or that will require funding in future years?
____Yes __x____No

If the answer is yes to any of the above questions, then a fiscal note must be attached to the board bill. Complete Section B of the form below.

SECTION B

- Does the bill require the construction of any new physical facilities? ____Yes __x____No

- If yes, describe the facilities and provide the estimated cost:

- Is the bill estimated to have a direct fiscal impact on any city department or office?
__x____Yes ____No

- If yes, explain the impact and the estimated cost:

Bill amends the current pay bill in place for the Board of Election Commissioners by classifying job titles. Reclassification was budget neutral with respect to FY24. However, adopted budget plan for FY25 cut positions from the election Board, and reorganization proposed contemplated repurposing those allocated funds within the new organizational structure.

- Does the bill create a program or administrative subdivision? ____Yes __x____No

- If yes, then is there a similar existing program or administrative subdivision?

____Yes ____No

- If yes, explain the how the proposed programs or administrative subdivisions may overlap:

- Describe the annual operating, equipment, and maintenance costs that would result from the proposed bill, as well as any funding sources:

Annual operation costs: the adopted budget plan for FY25 allocates to the Board of Election Commissioners for the City of St. Louis a total of \$1,242,100. This is a decrease of \$106,900 when compared to FY24 when the Election Board's FTE was funded at \$1,349,000. The reorganization proposed in the Board Bill would require \$1,301,187.38 to fully fund.

Complete the chart below to list the total estimated expenditures required of the City resulting from the proposed board bill and any estimated savings or additional revenue.

Financial Estimate of Impact on General Fund			
Fiscal Impact	<u>Year 1 (current)</u>	<u>Year 2</u>	<u>Year 3</u>
Additional Expenditures	\$1,301,187.38	\$1,320,705	\$1,340,516
Additional Revenue			
Net	\$1,301,187.38	\$1,320,705	\$1,340,516
Financial Estimate of Impact on Special Funds			
Fiscal Impact	<u>Year 1 (current)</u>	<u>Year 2</u>	<u>Year 3</u>
Additional Expenditures			
Additional Revenue			
Net			

- Describe any assumptions used in preparing this fiscal note:
- Current contemplated salaries, with step increases factored for years 2 and 3
- List any sources of information (including any City officials, agencies, or departments) used in preparing this fiscal note:
 - Adopted budget plan for FY25.
- Have the financial estimates of this bill been verified by the City Budget Division?

☐ Yes ☒ No

 - If yes, by whom? _____ .

Summary
Board Bill Number 16
Introduced by Alderman Rasheen Aldridge Jr.
May 1, 2026

An Ordinance to regulate employer and employee working relationships between the City of St. Louis and all employees under the Medical Examiner's Office, including a compensation plan, terms and conditions of employment, benefits, leaves of absence, and authorization for a Deferred Compensation Plan; repealing Ordinance Number 71970; allocating certain other employees to a grade with rate; and including an emergency clause. The provisions of the sections contained in this ordinance shall be effective with the start of the first pay period in which this ordinance is approved by the Mayor.

BOARD BILL NUMBER 16 INTRODUCED BY ALDERMAN RASHEEN ALDRIDGE

An Ordinance to regulate employer and employee working relationships between the City of St. Louis and all employees under the Medical Examiner's Office, including a compensation plan, terms and conditions of employment, benefits, leaves of absence, and authorization for a Deferred Compensation Plan; repealing Ordinance Number 71970; allocating certain other employees to a grade with rate; and including an emergency clause. The provisions of the sections contained in this ordinance shall be effective with the start of the first pay period in which this ordinance is approved by the Mayor.

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

SECTION 1. Alphabetical List Of Classes.

(a) Beginning with the effective date of this ordinance, the following positions in the Medical Examiner's Office with bi-weekly rates are hereby allocated as listed below in accordance with the classification plan by the Chief Medical Examiner to a grade and overtime code in the following section with rates established in Section 2 of this ordinance.

TITLE	CODE	GRADE/			
		SCHEDULE			
	OVTM				
Administrative Assistant I	1621	13	G		3
Administrative Assistant II	1622	14	M		1
Administrative Assistant III	1623	15	M		1
Administrative Secretary	1137	13	G		3
Autopsy Technician I	5411	10	G		3
Autopsy Technician II	5412	11	G		3

1	Autopsy Technician III	5413	12	G	3
2	Autopsy Technician Supervisor	5414	13	G	3
3	Custodian/Courier	3711	8	G	3
4	Executive Director of Operations	1736	23	M	1
5	Executive Secretary to the Chief Medical Examiner	1136	14	G	3
6	Forensic Office Administrator I	1621	19	M	3
7	Forensic Office Administrator II	1622	20	M	1
8	Forensic Office Administrator III	1623	22	M	1
9	Medical Transcriptionist	1122	12	G	3
10	Medicolegal Investigation Supervisor	2355	17	M	2
11	Medicolegal Investigator I	2351	13	G	3
12	Medicolegal Investigator II	2352	14	G	3
13	Medicolegal Investigator III	2353	16	G	3
14	Medicolegal Investigator IV	2354	17	G	3
15	Morgue Attendant	5410	8	G	3
16	Secretary	1132	10	G	3
17	X-ray Technician	5441	11	G	3
18	Intern – Level 1	9991	00	I	3
19	Intern – Level 3	9992	00	I	3
20	Intern – Level 3	9993	00	I	3
21	Intern – Level 4	9994	00	I	3
22	Intern – Level 5	9995	00	I	3
23	Intern – Level 6	9996	00	I	3

SECTION 2. Official Pay Schedule For Medical Examiner Grades.

The Chief Medical Examiner recommends pay schedules for all pay grades denoted in Section 1(a) of the classification plan prepared and adopted by management. The official pay schedules and their corresponding salary ranges as hereby adopted in this Section 2 are as follows:

(a) – General and Management Schedule.

(a) GENERAL AND MANAGEMENT PAY SCHEDULE:

(1) The following bi-weekly pay schedule for all pay grades denoted with the suffix "G" or "M" shall continue to be in effect through June 13, 2026.

BI-WEEKLY RANGE OF PAY IN WHOLE DOLLARS

GRADE	MINIMUM	MAXIMUM
8	1246	1446
9	1236	1569
10	1246	1704
11	1240	1854
12	1308	2015
13	1442	2221
14	1653	2546
15	1894	2923
16	2173	3353
17	2494	3851
18	2860	4422
19	3285	5079
20	3772	5834

1	21	4070	6297
2	22	4391	6798
3	23	4739	7340

4 (2) The following bi-weekly pay schedule for all pay grades denoted with the suffix "G"
5 or "M" shall become effective beginning with the bi-weekly pay period starting June 14, 2026.

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

7	GRADE	MINIMUM	MAXIMUM
8	8	1283	1489
9	9	1299	1616
10	10	1315	1755
11	11	1331	1910
12	12	1347	2075
13	13	1485	2288
14	14	1703	2622
15	15	1951	3011
16	16	2238	3454
17	17	2569	3967
18	18	2946	4555
19	19	3383	5231
20	20	3885	6009
21	21	4192	6486
22	22	4523	7002
23	23	4881	7560

1 **(b) SHIFT DIFFERENTIAL:** Shift differential shall be paid for certain work
2 assignments. The Chief Medical Examiner shall determine the work assignments for which shift
3 differential will be paid. The assignment or removal of an employee from a work assignment
4 having a shift differential shall be determined by the appointing authority and will not constitute
5 a promotion, demotion, advancement or reduction in pay. The shift differential shall be added to
6 the employee's regular bi-weekly rate.

7 (1) In order for an employee in Section 2(a) to be eligible for shift differential
8 compensation, the employee must work a shift that requires the completion of four (4) hours of
9 work between the hours of 4:00 p.m. and 8:00 a.m. the following morning. Employees who are
10 assigned to work schedules that require them to rotate among three shifts (day, evening, night) on
11 a bi-monthly or more frequent basis shall be eligible for shift differential compensation for all
12 three shifts worked.

13 For employees whose pay range is established in Section 2(a) the shift differential premium
14 shall be one percent (1 percent) of the employee's regular base bi-weekly rate for each eligible
15 shift worked in a bi-weekly pay period.

16 An employee whose pay range is established in Section 2(a) shall receive shift differential
17 for working a portion of an eligible shift, providing the portion of the shift not worked is charged
18 to paid leave. Shift differential shall only be paid for whole hours worked; a fraction of an hour
19 shall not be counted toward the payment of the differential.

20 (2) Except as otherwise provided in this ordinance, shift differential shall not be paid
21 to employees compensated on an hourly or per performance basis, or bi-weekly paid employees
22 who work part-time. Neither shall shift differential be paid to full-time regular employees docked
23 for any portion of an eligible shift.

1 **(c) WEEKEND DIFFERENTIAL:** When employees whose pay range is established in
2 Section 2(a) work on a Saturday and/or a Sunday they shall be eligible for weekend differential.
3 This differential shall be one percent (1 percent) of an employee's base bi-weekly rate. An
4 employee shall receive a weekend differential for working any portion of an eligible day. This
5 differential shall only be paid for whole hours worked, providing the portion of the day not worked
6 is charged to paid leave. Weekend differential shall not be paid to employees compensated on an
7 hourly or per performance basis or bi-weekly paid employees who work part-time. Neither will
8 the weekend differential be paid to full-time regular employees docked for any portion of a day on
9 which the differential would otherwise be paid.

10 **(d)** The Chief Medical Examiner may establish per performance rates of pay, hourly rates of
11 pay, or rates of pay for units of work and the conditions for making of any such payments. Such
12 per performance, hourly, or unit-of-work rates may be computed from the bi-weekly scales
13 established in this ordinance. Per performance, hourly, or unit-of-work rates shall be established
14 considering the nature of employment, community practices in compensating similar employment,
15 and the purpose of the program for which the rate is established. Employees paid per performance,
16 hourly, or unit-of-work rates of pay shall not be entitled to vacation, medical leave or holiday leave
17 with pay or other benefits accorded employees paid a bi-weekly rate except that an appointing
18 authority, with the prior approval of the Chief Medical Examiner, and when sufficient funds have
19 been appropriated for the fiscal year, may establish a modified level or type of benefit program
20 when the provision of such benefit is needed in order to attract and retain sufficiently qualified
21 employees to work in specific per performance, hourly, or unit-of-work assignments.

22 The Chief Medical Examiner is not permitted to utilize per performance and hourly
23 employees as a method of replacing bi-weekly rate employees who would be entitled to employee

benefits. Therefore, per performance and hourly employees will be limited to work an equivalent of ten (10) months of full-time employment (1,733 hours) per year.

(e) The Chief Medical Examiner may establish trainee rates of pay. Such trainee rates may be established on an hourly, per performance or bi-weekly basis and shall be less than the rate paid to a regular employee.

(f) The Chief Medical Examiner, may establish rates and conditions under which compensation may be granted for periods of time during which an employee is away from the job site but restricted in his/her activities because of an assignment by the Chief Medical Examiner to be available for a call to return to the work site to perform emergency duties. Pay rates and conditions established under the provisions of this Section 2(l) may include reasonable minimum pay guarantees for employees required to return to the work site to perform emergency duties. The provisions of this Section 2(l) shall not be construed to restrict the right of the Medical Examiner to establish call back procedures for employees as an established condition of employment.

(g) The Chief Medical Examiner may authorize payment of special recruitment bonuses, travel, moving and related expenses to recruit employees for positions when funds for this purpose are appropriated to the Office of the Medical Examiner.

(h) The Chief Medical Examiner may approve the payment of hiring incentives to current employees to recruit qualified personnel for positions that are difficult to fill. Hiring incentives shall be in any amount up to twenty-five percent (25 percent) of the annual salary of the position for which the recruitment is made.

(i) (1) The Chief Medical Examiner may establish cash awards or other incentives for an employee or group of employees to recognize and reward increased productivity or effectiveness. The incentives offered may include cash, paid time off, and such other reasonable incentives as

1 the Chief Medical Examiner may determine. Cash awards shall be made from the personal services
2 appropriation of the unit, the account from which the employee's salary is paid or from a general
3 appropriation for this purpose.

4 (2) The Chief Medical Examiner may establish a program of cash awards or other
5 incentives, not to exceed ten percent (10 percent) of annual salary, paid as an addition to pay, for
6 the purpose of providing additional compensation for employees who are fluent in a foreign
7 language and who use this skill in the necessary and regular recurring performance of the duties
8 of their position. Cash awards shall be made from the personal services appropriation of the unit,
9 the account from which the employee's salary is paid or from a general appropriation for this
10 purpose. Cash awards and incentives under this program shall be made in accordance with
11 guidelines established by the Chief Medical Examiner.

12 (3) Notwithstanding any other provision in this ordinance, the Chief Medical Examiner
13 is authorized to extend the maximum of the pay ranges by up to twenty-five percent (25 percent)
14 for the purpose of compensating positions which are extremely hard to fill.

15 (4) The Chief Medical Examiner may provide an Employee Suggestion Program,
16 which grants cash and other awards to recognize employee suggestions, which improve City
17 services, operations or facilities. Cash awards to employees for suggestions resulting in tangible
18 savings to the City shall not exceed ten percent (10 percent) of the annual tangible net savings.
19 Cash awards and payments for other awards shall be made from an appropriation for a suggestion
20 program or other appropriate account. Additionally, cash awards for suggestions shall be granted
21 as an addition to pay, which does not change an employee's bi-weekly rate. The Employee
22 Suggestion Program shall be administered in accordance with regulations established by the Chief

1 Medical Examiner. The Chief Medical Examiner may establish an authority to evaluate
2 suggestions and determine awards; the decisions of this authority shall be final.

3 (j) An employee who is appointed to a position requiring advanced technical skills or
4 professional qualifications may be paid at a higher rate than prescribed for the class in Section 2
5 of this ordinance on recommendation of the manager/supervisor with the prior approval of the
6 Chief Medical Examiner. Such advancement shall be made solely on the basis that the employee
7 possesses exceptional academic qualifications related to the duties of the position or that the
8 employee is registered or certified by an organization or board recognized by the Chief Medical
9 Examiner to be especially suited, considering the duties of the position, and when such academic
10 qualification, registration, or certification is not deemed a necessary qualification for the class of
11 position.

12 The Chief Medical Examiner may also establish other bonus, incentive, or reimbursement
13 programs to encourage current employees to attain registration, licensure, certification, or proof of
14 professional mastery when it is deemed to be in the best interest of the Medical Examiner's Office,
15 or when such credentials are clearly recognized as adding to the capability of individuals in that
16 area. Incentives, bonuses, or reimbursements awarded under such programs do not result in an
17 employee being ruled ineligible for bonuses or salary increases permitted under other sections of
18 this pay ordinance.

19 (k) The Chief Medical Examiner may establish a program to reimburse, in whole or in part,
20 expenses incurred by employees for the purchase of uniform apparel required in the performance
21 of the duties of their positions, when funds have been budgeted therefore.

22 The Chief Medical Examiner may exercise the option to furnish such uniform as may be
23 required in the employee's performance of his/her duties.

1 The Chief Medical Examiner may establish regulations relating to employees' eligibility
2 for reimbursement for uniforms.

3 Further, when funds have been budgeted therefore, the Chief Medical Examiner may
4 authorize reimbursement to uniformed investigative or autopsy room employees of up to fifty
5 dollars (\$50) per incident for damage to personal property sustained while the employee was
6 directly engaged in performing assigned and/or authorized duties during a shift.

7 **(l)** (1) Contingency assignment differential will be paid for certain assignments when
8 immediate position coverage is needed for any unexpected reason (*e.g.* death, forced leave,
9 emergency illness, etc.) in a higher pay grade, and shall be granted at the onset of the assignment,
10 not to extend more than one pay period. The Chief Medical Examiner will determine the
11 assignments for which Contingency Assignment Differential will be paid. The assignment of an
12 employee to said assignment having a contingency assignment differential will be determined by
13 the Chief Medical Examiner and will not constitute a promotion or advancement in pay. In
14 addition, the removal of an employee from said assignment shall not constitute a demotion or
15 reduction in pay. The Chief Medical Examiner will review the qualifications of the employee
16 being considered for the assignment to determine if they meet the necessary minimum
17 qualifications for the position being considered.

18 For an employee whose pay range is established in Section 2(a) with the prior approval of
19 the Chief Medical Examiner, the contingency assignment differential will be ten percent (10
20 percent) of the employee's regular base bi-weekly rate added as an addition to pay for each bi-
21 weekly period worked or one percent (1 percent) of the employee's regular base bi-weekly rate for
22 each shift assignment covered, not to exceed one (1) pay period.

(2) Temporary assignment differential will be paid for certain assignments when a vacancy exists for any reason (*e.g.*, separations, terminal vacation, leave of absence, military leave, etc.) in a position with a higher pay grade, and shall be granted for at least one (1) pay period but not more than thirteen (13) pay periods, and offset by any days that the employee by reason of absence is not fulfilling the assignment. The Chief Medical Examiner will determine the assignments for which the temporary assignment differential will be paid. The assignment or removal of an employee from said assignment having a temporary assignment differential will be determined by the Chief Medical Examiner and will not constitute a promotion, demotion, advancement, or reduction in pay. The intended employee must meet the minimum qualifications for the position to be assigned. The temporary assignment differential shall be computed as an addition to pay and not affect the employee's regular bi-weekly rate.

For an employee whose pay range is established in Section 2(a) with the prior approval of the Chief Medical Examiner, the temporary assignment differential will be ten percent (10 percent) of the employee's regular base bi-weekly rate added as an addition to pay for each bi-weekly period worked, not to exceed thirteen (13) pay periods. The Chief Medical Examiner may require the establishment of a department policy on temporary assignment differential pay and must sign off on the policy prior to authorizing temporary assignment differential.

(m) City employees who are required by the Chief Medical Examiner to routinely use their personal vehicle in the performance of their duties shall be compensated by receiving a vehicle maintenance and use allowance of two-hundred seventy dollars (\$270.00) per month.

SECTION 3. Subsistence And Maintenance Charges.

Except as otherwise provided in this ordinance, a deduction shall be made on the payroll or a cash charge shall be collected for subsistence and maintenance provided to employees at a

rate to be determined by the employee's department or agency head and the Comptroller of the City of St. Louis. The department or agency head shall establish reasonable charges or deductions which have been calculated and assessed with due consideration for all identifiable costs, including labor and overhead, but shall not exceed the actual cost of the items to the City. When the Chief Medical Examiner determines that the duties and responsibilities of a position require an employee to occupy a room or apartment, there shall be no charge for such accommodations.

SECTION 4. Salary Range Limitations.

No employee in the Medical Examiner's Office shall be paid at a rate lower than the minimum or higher than the maximum of the salary range established for the class to which his/her position has been allocated, except as otherwise provided in this ordinance.

SECTION 5. Starting Salary.

(a) The rate of pay for an excepted position to be paid upon original appointment to the class shall be determined by the Chief Medical Examiner for the excepted position.

(b) Except as otherwise provided in this ordinance, the minimum rate of pay for a position shall be paid upon original appointment to the class unless the Chief Medical Examiner finds that it is difficult to secure the services of persons with minimum qualifications or experienced qualified persons at the minimum rate.

The Chief Medical Examiner may establish a recruitment rate for a single position or all positions in a class and authorize employment at an amount above the minimum but within the regular range of salary established for the class. When a recruitment rate is established for an entire class, employees already in such class may have their salaries adjusted to appropriate rates in the new range resulting from the establishment of the recruitment rate.

1 In the event that the Chief Medical Examiner finds that it is difficult to secure the services
2 of sufficient numbers of employees for a class or occupational series after a diligent recruitment
3 effort, the Chief Medical Examiner may establish a new maximum rate for the class(es) which is
4 not more than twenty-five percent (25 percent) above the maximum established in this ordinance.

5 (c) Employees with permanent status who are eligible for reemployment as determined by the
6 Rules of the Department of Personnel shall be reemployed at an appropriate rate within the new
7 salary range which takes into consideration the employee's prior service in the position, as
8 determined by the Chief Medical Examiner.

9 **SECTION 6. promotion, demotion, reallocation, transfer and temporary promotion.**

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

13 (a) Promotion: This shall be defined as a change of an employee in the Medical Examiner's
14 Office from a position of one class to a position of another class with a higher pay grade or a higher
15 starting minimum salary.

16 (1) When an employee is promoted to a position in the General or Management Pay
17 Schedule, the employee's current bi-weekly rate of pay shall be set at a rate which is five percent
18 (5 percent) higher than the rate received immediately prior to the promotion. The Chief Medical
19 Examiner, may increase the pay of an employee up to twenty percent (20 percent) when such
20 action is needed to attract experienced, qualified candidates for a position. Such salary
21 determinations shall take into consideration the nature and magnitude of the accretion of duties
22 and responsibilities resulting from the promotion. However, no employee shall be paid less than

1 the minimum rate nor more than the maximum rate for the new class of position, except as
2 otherwise provided in this ordinance.

3 (2) Temporary Promotion: When an employee, whose salary range is established in
4 Section 2(a) is certified and temporarily promoted to a vacant position, for a limited duration, the
5 employee's current salary shall be adjusted as provided in Paragraph (a)(1) of this Section. Upon
6 expiration of the temporary promotion, the employee shall be returned to his/her former rate of
7 pay, adjusted by any increases the employee would have received in the absence of the temporary
8 promotion. In no case shall the employee's salary be above the maximum of the salary range,
9 unless otherwise provided for in this ordinance.

10 (b) Demotion: This shall be defined as a change of an employee in the Medical Examiner's
11 Office from a position of one class to a position of another class which has a lower pay grade and
12 a lower starting minimum salary.

13 (1) If an employee is demoted for disciplinary reasons in accordance with the Rules of
14 the Medical Examiner's Office and established disciplinary procedures, his/her rate of pay shall
15 be established at a rate within the range for the new position which is at least five percent (5
16 percent) lower than the rate received immediately prior to the demotion, except no employee shall
17 be reduced below the minimum of the range unless otherwise provided for in this ordinance. The
18 amount of the reduction shall be determined by the Chief Medical Examiner.

19 (2) If an employee accepts a voluntary demotion, his/her current rate of pay shall be
20 reduced within the range for the new position which is five percent (5 percent) lower than the rate
21 received immediately prior to demotion, except those employees who are in a working test period
22 and demote to their previous class of position or pay grade, will return to the rate received
23 immediately prior to the promotion, plus any adjustments as otherwise provided in this ordinance.

1 No employee shall be paid less than the minimum nor more than the maximum rate for the new
2 class of position, except as otherwise provided in this ordinance.

3 (3) When an employee is demoted for reasons in the best interest of the Medical
4 Examiner Office as determined by the Chief Medical Examiner, his/her salary may be reduced by
5 reason of the new salary range and grade with the prior approval of the Chief Medical Examiner.
6 If the salary of such an employee is above the maximum for the new position the employee's salary
7 shall not be increased so long as he/she remains in the position, except as otherwise provided by
8 this ordinance.

9 (c) Reallocation:

10 (1) If the employee's position is reallocated to a class in a lower pay grade and the
11 employee's rate of pay for the previous position is within the salary range of the new position,
12 his/her salary shall remain unchanged.

13 (2) The salary of an employee whose position is allocated to a class in a higher pay
14 grade shall be determined in accordance with the provisions of this Section 6(a)(1) relating to
15 salary advancement on promotion.

16 (d) Transfer: The salary rate of an employee who transfers to a different position in the same
17 class, or from a position in one class to a position in another class in the same pay grade, shall
18 remain unchanged, provided that no employee shall be paid less than the minimum rate nor more
19 than the maximum rate for the new class of position, except as otherwise provided in this
20 ordinance.

21 (e) Over Maximum: The salary of an employee, which is in excess of the maximum of the
22 range prescribed by this ordinance for the class and grade to which his/her position has been
23 allocated or may be reallocated, shall not be reduced by reason of the new salary range and grade.

1 The salary of such employees shall not be increased so long as he/she remains in the class of
2 position, except as otherwise provided by this ordinance.

3 **SECTION 7. Salary Adjustment.**

4 Salary adjustments for all employees in competitive positions shall be based on
5 considerations of merit, equity, or success in fulfilling predetermined goals and objectives as
6 herein provided.

7 **(a)** Competitive positions for which salary is established in Section 2(a) - General and
8 Management Schedule;

9 (1) Any employee whose salary is established in Section 2(a) – General and
10 Management Pay Schedules, may receive a service rating in accordance with the City’s Service
11 Rating Manual. The rating together with the standards of performance established in the rating
12 manual shall determine eligibility for a one-point five percent (1.5 percent) within-range (merit)
13 increase at intervals as outlined in the City’s Service Rating Manual or other pay regulation(s) or
14 ratings as determined by the Chief Medical Examiner. Notwithstanding any other section of this
15 ordinance, all employees in the General and Management pay schedules who would be eligible to
16 receive an annual increase on their regular Service Rating date will receive a one-point five percent
17 (1.5 percent) increase regardless of their current rate or place in the pay schedule.

18 **(2)** A non-exempt (Overtime Code 3) employee whose pay is established in Section
19 2(a) of this ordinance who receives an Overall Rating of “Unsuccessful” as defined by the City’s
20 Service Rating Manual, shall have his/her salary reduced as determined by the standards
21 established in the City’s Service Rating Manual, but not less than the minimum of the pay grade
22 range.

1 **(3)** All full-time employees employed on May 31, 2026, whose salary is established in
2 Section 2(a)– General and Management Pay Schedule, shall receive a one-time, lump sum payment
3 of one thousand dollars (\$1,000.00) paid on June 5, 2026.

4 **(b)** As used in this ordinance, "anniversary date" means the date following fifty-two (52) weeks
5 of continuous service from the date of original appointment or from the date of the last salary
6 adjustment, if other than a temporary reduction in pay for disciplinary reasons, a demotion or an
7 across-the-board ordinance increase, an increase resulting from an authorized incentive program,
8 or an upgrade of the classification concurrent with adoption of the ordinance. Absence from
9 service as a result of any authorized paid leave, suspensions, military leave, or family/medical
10 leave will not interrupt continuous service. Absence from service for any other cause shall result
11 in breaking continuity of service and establishment of a new anniversary date, except as otherwise
12 provided in this ordinance. The Chief Medical Examiner may authorize different anniversary dates
13 for an employee or groups of employees.

14 **(c)** The Chief Medical Examiner may evaluate the performance of an employee whose salary
15 is established in Section 2(a) of this ordinance for the purpose of a salary adjustment only at
16 intervals as described above except in the case of:

17 (1) Exceptional performance of duties:

18 With the prior approval of the Chief Medical Examiner may advance the salary of an
19 employee who demonstrates exceptional performance of duties after serving twenty-six (26) weeks
20 of employment at the same rate in the salary range by not more than ten percent (10 percent); this
21 may be in addition to any merit increase received.

22 (2) Substandard performance of duties:

1 The Chief Medical Examiner may reduce the salary of an employee whose level of
2 performance is significantly diminished and no longer warrants payment at the current rate within
3 the range as provided in the City's Service Rating Manual; providing the employee's salary is
4 above the minimum of the range, established in Section 2(a) and allocated to Overtime Code 3.

5 The granting of any such increase or decrease in salary shall be made at the beginning of a
6 payroll period, as determined by the Chief Medical Examiner, following approval of such salary
7 action.

8 **(d)** The Chief Medical Examiner may approve adjustments to correct or mitigate serious and
9 demonstrable internal pay inequities. Salary adjustments under this provision shall preclude
10 adjustments to compensate or reward employees for long-term or meritorious service.

11 **(e)** The pay of any employee may be decreased as a disciplinary action by the Chief Medical
12 Examiner to a lower rate. Any such decrease shall be made in accordance with the established
13 disciplinary procedures. The decrease shall not be greater than fifteen percent (15%) of the current
14 salary rate. The decrease may be below the minimum of the pay range for the class. The
15 appointing authority may determine the pay decrease shall be effective for a specific number of
16 bi-weekly pay periods provided, however, that such decrease shall not be effective for more than
17 thirteen (13) bi-weekly pay periods.

18 **(f)** An employee who is temporarily promoted shall be eligible for within range salary
19 adjustments under provisions of this Section 7.

20 **(g)** The Chief Medical Examiner may approve a within range salary adjustment or other
21 incentives to retain employees in positions that are difficult to fill, or because of their unique
22 requirements. Said adjustment may only be granted once during a twenty-six (26) week period.

1 **SECTION 8. Income Sources.**

2 Any salary paid to an employee in the Medical Examiner's Office shall represent the total
3 remuneration for the employee, excepting reimbursements for official travel and other payments
4 specifically authorized by ordinance. No employee shall receive remuneration from the City in
5 addition to the salary authorized in this ordinance for services rendered by the employee in the
6 discharge of the employee's ordinary duties, of additional duties which may be imposed upon the
7 employee, or of duties which the employee may undertake or volunteer to perform.

8 Whenever an employee not on an approved paid leave works for a period less than the
9 regularly established number of hours a day, days a week or days bi-weekly, the amount paid shall
10 be proportionate to the hours in the employee's normal work week and the bi-weekly rate for the
11 employee's position. The payment of a separate salary for actual hours worked from two (2) or
12 more departments, divisions or other units of the City for duties performed for each of such
13 agencies is permissible if the total salary received from these agencies is not in excess of the
14 maximum rate of pay for the class.

15 **SECTION 9. Conversion.**

16 **(a)** Pay schedules in Sections 2(a) in Ordinance **71970** shall continue in effect until the
17 beginning of the first bi-weekly pay period of the effective date of this ordinance, and the rates to
18 be paid to employees in positions of any classes for which a rate is established or changed in
19 Section 2(a) of this ordinance shall become effective and be adjusted (if necessary) as follows:

20 The salary of each employee whose pay range is established in Section 2(a) of this
21 ordinance whose class has been allocated to a higher pay grade in the appropriate pay schedule as
22 determined by the Chief Medical Examiner shall have their current salary increased to a rate,
23 rounded to the nearest whole dollar, which is not less than but is closest to a rate which is five

1 percent (5 percent) higher than the rate received immediately prior to promotion, but not less than
2 the minimum of the pay range, whichever is the greater

3 **(b)** No employee shall be reduced in salary by reason of the adoption of the new pay schedules
4 in this ordinance.

5 **(c)** The salary of an employee serving in a trainee position, which remains above the new
6 trainee rate for his/her position, shall remain unchanged.

7 **(d)** The Chief Medical Examiner may establish a special conversion procedure for a class or
8 position in the event that the Director determines that a serious inequity would be created by the
9 application of the conversion procedures established in this Section 9.

10 **(e)** All full-time employees whose salary is established in Section 2(a) – General and
11 Management Pay Schedule whose bi-weekly rate is within the range of pay or above the maximum
12 of the range of pay shall have their bi-weekly rate increased by three percent (3%) or to the
13 minimum of the bi-weekly pay range for their job classification, whichever is greater, effective
14 June 14, 2026.

15 **(f)** The Chief Medical Examiner shall establish such procedures as needed to place this
16 ordinance in effect and interpret its provisions.

17 **SECTION 10. Payment Of Salaries.**

18 All compensation for positions in the Medical Examiner’s Office shall be paid bi-weekly.
19 The Chief Medical Examiner and Comptroller shall establish the procedure for listing employees
20 on the various payrolls. The payment due each employee for service, except as otherwise provided,
21 shall be made not later than sixteen (16) days after the end of the bi-weekly pay period. In the
22 event that an employee is dismissed or has been employed for occasional or emergency work, the
23 Comptroller may immediately pay the employee upon termination of service without waiting for

1 the regular bi-weekly pay date of the Department, Division, Section, Office, Agency, Board or
2 Commission where the employee worked.

3 **SECTION 11. Changes To Classification Plan.**

4 Whenever the Chief Medical Examiner finds it necessary to add a new class to the
5 classification plan, the Chief Medical Examiner shall allocate the class to an appropriate grade and
6 schedule in this ordinance and notify the Board of Aldermen of this action.

7 Whenever the Chief Medical Examiner finds it necessary to change the overtime code of
8 an existing class within the classification plan, the Chief Medical Examiner shall change the
9 overtime code and notify the Board of Aldermen of this action.

10 Whenever the Chief Medical Examiner finds it necessary to change the pay schedule of an
11 existing class within the classification plan, the Chief Medical Examiner shall allocate the class to
12 the appropriate schedule in this ordinance and notify the Board of Aldermen of this action.

13 The pay grade allocated to a class of position within the classification plan shall remain
14 unchanged for the duration of the existing compensation ordinance. Whenever the Chief Medical
15 Examiner considers it necessary to change the pay grade of an established class of position, such
16 adjustment can only be made concurrent with the adoption of a new compensation ordinance.
17 Recommendation for the allocation of a new pay grade shall be made by the Chief Medical
18 Examiner for final approval by the Board of Aldermen.

19 **SECTION 12. Payroll Form.**

20 The Chief Medical Examiner shall prescribe forms on which subordinate managers shall
21 certify to the fact that a vacancy exists in a lawfully created position and to the lawful appointment
22 of a person to fill the position. The Chief Medical Examiner shall indicate on these forms the
23 proper allocation of the position and the rate at which payment is to be made. When approved by

the Chief Medical Examiner and submitted to the Comptroller, these forms shall constitute authorization for the initial placing of a person's name on the payroll. The Comptroller shall not authorize any change in the rate of pay of an individual on the payroll unless approved by the Chief Medical Examiner. The Comptroller shall provide the Chief Medical Examiner with a copy of each payroll audited and found correct within twenty-one (21) days after audit and approval of the payroll by the Comptroller's Office.

SECTION 13. Certification Of Payroll.

The Chief Medical Examiner shall certify on each payroll or a subsidiary document that each person whose name appears on the payroll has been lawfully appointed at a salary provided by this ordinance and that the employee has actually worked the time for which he/she will be paid, subject to the provisions of this ordinance governing hours of work and leaves of absence in the Medical Examiner's Office.

SECTION 14. Minimum Work Hours.

The Chief Medical Examiner shall establish procedures to assure that the employees under his/her supervision are actively engaged in the performance of the duties of their positions in accordance with the provisions of this section.

Each manager/supervisor shall submit to the Chief Medical Examiner the work schedule established for each position in the work unit. Work schedule reports shall be submitted upon request of the Chief Medical Examiner or whenever the manager/supervisor proposes to change the permanent work schedule of a position. The work schedule submitted by the manager/supervisor shall constitute the normal work schedule for the position when approved by the Chief Medical Examiner.

1 All employees in the Medical Examiner's Office shall be in attendance at their work in
2 accordance with schedules established under the provisions of this Section 14, subject to other
3 provisions of this ordinance with respect to hours, holidays, vacation, medical leave, furloughs,
4 sick leave, military leave, and leaves of absence with or without pay.

5 (a) Employees whose salaries are established in Section 2(a): Forty (40) hours shall constitute
6 the average minimum required weekly hours of service in an employment cycle under regular full-
7 time employment for all City employees paid on a bi-weekly basis and occupying positions in the
8 Medical Examiner's Office. The minimum daily and annual service required of such employees
9 shall be in proportion to the average minimum weekly hours established.

10 Each manager/supervisor shall arrange the time for reporting for work, for luncheon
11 intermission, and for quitting work of the various employees under their jurisdiction.

12 (b) Management Employees: Managers for employees occupying full-time positions whose
13 salaries are established in Section 2(a) of this ordinance shall initiate procedures to see that such
14 employees are engaged in the performance of their duties on a full-time basis. Full-time
15 employment for any employee whose classification is denoted in the Management Schedule shall
16 be defined as an average of forty (40) hours per week of time devoted to the duties of the position
17 on an annual basis.

18 **SECTION 15. Overtime.**

19 (a) The Chief Medical Examiner shall determine those positions in the Medical Examiner's
20 Office of the City of St. Louis which are exempt from overtime compensation and those positions
21 which are not exempt from overtime compensation. The overtime codes established for each class
22 in Section 1(a) of this ordinance shall be interpreted as follows:

23 OVERTIME CODE (OVTM):

1 1 These classes are primarily managerial in nature, but may also include some
2 professional or administrative classes that are ineligible for overtime pay
3 under all but emergency conditions as described in Section 15(d) of this
4 ordinance.

5 2 These are supervisory, professional, and administrative classes that are
6 exempt from overtime compensation, but which the city compensates for
7 overtime at the straight (1.0x) time rate.

8 3 These are non-exempt classes that receive overtime compensation at the one
9 and one-half (1.5x) time rate.

10 Managers/Supervisors are prohibited from changing employee work schedules to avoid the
11 payment of overtime.

12 For purposes of determining overtime pay rates for non-exempt employees, the regular
13 hourly rate of pay shall be used.

14 Any employee in a class which has been allocated to Overtime Code 3 (non-exempt) in
15 this ordinance shall be compensated for overtime work in accordance with the provisions of this
16 section. Each manager/supervisor shall designate and submit to the Chief Medical Examiner the
17 official work week and schedule or work cycle for all non-exempt positions in the work unit. The
18 average number of scheduled hours in a bi-weekly pay period shall not be less than eighty (80) for
19 full-time employment.

20 Whenever an Overtime Code 3 employee whose pay matrix is in Section 2(a) works hours
21 in excess of the maximum established for an official work week or work cycle, usually forty (40)
22 hours in a work week such hours shall be paid at the one-and-one-half time (1.5x) rate. In addition

1 to the actual hours worked, vacation, and compensatory time only shall count as hours worked for
2 the purpose of determining eligibility for overtime compensation.

3 (a) Any employee in a class which has been allocated to Overtime Code 2 in Section 1(a) of
4 this ordinance shall be compensated for overtime by granting the employee pay or compensatory
5 time off at the straight (1.0x) time rate. Each appointing authority shall designate and submit to
6 the Chief Medical Examiner the official work week or work cycle, which is usually forty (40)
7 hours, for all exempt (Code 2) positions in the work unit. Whenever a full-time employee in an
8 exempt (Code 2) position is directed by management, with the approval of the appointing
9 authority, to work hours in excess of the maximum established for an official work week or work
10 cycle it shall be considered overtime. In addition to the actual hours worked, vacation, and
11 compensatory time only shall count as hours worked for the purpose of determining eligibility for
12 overtime compensation. Straight time (1.0x) overtime shall be compensated at the employee's
13 regular hourly rate of pay, or by granting the eligible employee compensatory time off at the rate
14 of one (1) hour for each hour of overtime worked. The average number of scheduled hours in a
15 bi-weekly pay period shall not be less than eighty (80) for full-time employment. The regular
16 hourly rate of pay for an exempt (Code 2) bi-weekly paid employee shall be determined by dividing
17 the employee's regular bi-weekly rate of pay by the average number of regularly scheduled hours
18 of work in a bi-weekly pay period.

19 (b) Part-time bi-weekly paid employees and employees paid on an hourly or per performance
20 basis shall be compensated for overtime work in accordance with the overtime provisions of this
21 section and with consideration for community practices in compensating similar employment.

22 (c) The Chief Medical Examiner may compensate Overtime Code 1 employees at the straight-
23 time (1.0x) rate, when both of the following conditions exist: 1) the Mayor of the City of St. Louis

1 declares an emergency due to serious and protracted conditions which threaten continuous City
2 Service, preservation of public peace, health, or safety, and 2) the Chief Medical Examiner directs
3 an employee or group of employees to work in excess of forty (40) hours per week. The
4 manager/supervisor shall maintain attendance records of the assignment(s) and submit such
5 records at the request of the Chief Medical Examiner.

6 **(d)** Employees who wish to use compensatory time earned in lieu of pay must make their
7 request in writing at least twenty-four (24) hours in advance of the day or days requested. The
8 manager/supervisor shall keep in mind the staffing needs of the department when granting time
9 off, but in any case, time off will not be unreasonably denied.

10 Pay shall be the regular method of compensation for recorded overtime hours of work for
11 employees in classes with Overtime Code 3. However, a manager/supervisor shall compensate a
12 non-exempt bi-weekly paid employee for overtime work by granting the employee compensatory
13 time off in lieu of pay only if the employee requests compensatory time, in writing.

14 Employees engaged in public safety, emergency response or seasonal activity as defined
15 by the Chief Medical Examiner may have a maximum balance of two hundred forty (240) hours
16 of compensatory time; except that Management Personnel shall only be allowed to accumulate up
17 to forty (40) hours of compensatory time. All other employees are allowed a maximum balance
18 of one hundred twenty (120) hours of compensatory time. These maximum balances of
19 compensatory time shall apply to employees working an average work week of forty (40) hours;
20 the maximum balance of compensatory time for employees whose average work week is more or
21 less than forty (40) hours shall be proportionate. No provision of this section establishing a
22 maximum balance of compensatory time shall serve to cancel any compensatory time due to an
23 employee or to deny an employee payment for recorded compensatory time earned in accordance

1 with the provisions of the compensation ordinance in effect at the time the compensatory time was
2 earned.

3 Each manager/supervisor shall establish procedures to assure that non-exempt employees
4 are promptly granted time off when such employees request to use their earned compensatory time.
5 A manager/supervisor may not deny non-exempt employees' requests for earned compensatory
6 time off except when such approval would create an extreme business hardship. When a
7 manager/supervisor determines that the work schedule of the organization will not permit the
8 granting of such time off, the manager/supervisor shall pay the employee in that same pay period
9 for all or a portion equivalent to the time requested of the employee's accrued compensatory time.
10 This provision requiring the prompt granting of requested time off applies only to compensatory
11 time that is earned as a result of the employee working overtime; it does not apply to compensatory
12 time earned as a result of an incentive program or bonus award program.

13 Compensatory time earned by exempt employees shall be granted to an employee at the
14 discretion of the manager/supervisor in one of the following ways: 1) on request of the employee;
15 2) on termination of services with the City.

16 (e) Before an employee is transferred, promoted or demoted from a position under one
17 manager/supervisor to a position under another manager/supervisor or to another unit with a
18 different appropriation, all compensatory time shall be granted or paid. Upon the death of an
19 employee, the person or persons entitled by law to receive any compensation due to the employee
20 shall be paid any amount due to the employee on the date of death.

21 (f) All sections shall keep daily attendance records of Medical Examiner Employees and shall
22 submit periodic reports of: 1) unexcused absences and leaves; 2) reports of overtime earned,

granted, and paid; or 3) the nonoccurrence of same to the Chief Medical Examiner in the form and on the dates specified as required or requested.

SECTION 16. Holidays.

(a) Medical Examiner employees working full-time who are paid a bi-weekly rate shall be entitled to leave with pay, pay, or compensatory time off in lieu of pay or paid leave for regularly scheduled work on the following designated holidays:

<u>DATE</u>	<u>HOLIDAY</u>
January 1	New Year's Day
Third Monday in January	Rev. Martin Luther King Jr. Day
Third Monday in February	Presidents' Day
Last Monday in May	Memorial Day
June 19	Juneteenth
July 4	Independence Day
First Monday in September	Labor Day
November 11	Veterans' Day
Fourth Thursday in November	Thanksgiving Day
Day after Thanksgiving	Day after Thanksgiving
December 25	Christmas Day

In addition to the above enumerated designated holidays, full-time Medical Examiner employees shall be entitled to leave with pay, pay, or compensatory time off in lieu of pay as established by this Section 16 on any day or partial day the mayor declares by proclamation the closing of City offices.

1 Employees working full-time and paid a bi-weekly rate whose pay is established in
2 Sections 2(a) of this compensation ordinance shall receive leave with pay, pay or compensatory
3 time off in lieu of pay as holiday compensation in an amount that is proportionate to the number
4 of hours the employee is regularly scheduled to work in a day or shift. For example: Employees
5 working an average of forty (40) hours a week, five (5) days a week, eight (8) hours a day shall
6 receive eight (8) hours of compensation for the holiday; employees working an average of forty
7 (40) hours a week, four (4) days a week, ten (10) hours a day shall receive ten (10) hours of
8 compensation for the 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 **(b)** Each manager/supervisor shall determine the manner of granting holidays and shall report
16 his/her determination to the Chief Medical Examiner, if required by the Chief Medical Examiner.
17 When full-time employees, whose pay is established in Section 2(a) of this compensation
18 ordinance, are required to work on a holiday they shall be entitled to compensation for the holiday
19 and the hours actually worked. Compensation for the holiday shall be in an amount proportionate
20 to the number of hours an employee is regularly scheduled to work in a day or shift.

21 Except as otherwise provided in this section, when a City holiday falls on an employee's
22 regularly scheduled day off, the employee shall be entitled to have compensatory time added to

1 his/her balance in an amount proportional to the number of hours regularly scheduled in a day or
2 shift.

3 If an employee is docked from the payroll for one hour or more on the full scheduled
4 workday preceding a holiday, the full scheduled work day following a holiday, or on a scheduled
5 holiday, the employee shall not be compensated for the holiday.

6 The holiday compensation procedures established by this Section 16 shall apply to full-
7 time Medical Examiner employees paid a bi-weekly rate. Part-time bi-weekly rate employees
8 shall be compensated for holidays in proportion to the percentage of time they are regularly
9 scheduled to work. Employees paid on an hourly or per performance basis shall not be entitled to
10 holiday compensation, except as otherwise provided in this ordinance.

11 In the event that the holiday schedule established in this Section 16 is revised, employees
12 who are granted compensatory time in lieu of all holidays shall have their leave benefits adjusted
13 accordingly. The Chief Medical Examiner may establish additional or alternate holiday leave
14 policies for employees occupying public safety positions which qualify for the special overtime
15 pay provisions under Federal law or for employees with official work schedules authorized by the
16 Chief Medical Examiner which exceed the normal forty (40) hour weekly work schedule.
17 Procedures developed in compliance with this Section 16 shall be designed to treat employees in
18 the same manner who work substantially equivalent work schedules.

19 **SECTION 17. Vacation.**

20 Vacation leave with pay shall be granted to employees paid a bi-weekly rate in permanent
21 competitive positions working fifty percent (50 percent) time or more. The Chief Medical
22 Examiner may establish additional guidelines and policies to govern the administration of vacation
23 leave benefits in the Medical Examiner's Office.

(a) Vacation hours shall be granted to employees whose pay is established in Section 2(a), with appointment date before April 23, 1989.

PAY ESTABLISHED

IN SECTION

2(a)

Length of	Bi-Weekly	Annual
<u>Cumulative Service</u>	<u>Accrual Rates</u>	<u>Equivalent</u>
1 but less than 5 years	5	130
5 but less than 10 years	6	156
10 but less than 15 years	7	182
15 but less than 20 years	8	208
20 or more years	9	234

Employees employed before July 18, 2010 whose pay is established in Section 2(a) of this ordinance completing five (5) years of cumulative service, ten (10) years of cumulative service, fifteen (15) years of cumulative service, or twenty (20) years of cumulative service shall have forty (40) hours of vacation added to their existing balance.

(b) Vacation hours shall be granted to employees whose pay is established in Section 2(a) with appointment date on or after April 23, 1989.

PAY ESTABLISHED

IN SECTION

2(a)

Length of	Bi-Weekly	Annual
<u>Cumulative Service</u>	<u>Accrual Rates</u>	<u>Equivalent</u>

1	1 but less than 5 years	3	78
2	5 but less than 10 years	5	130
3	10 but less than 15 years	6	156
4	15 but less than 20 years	7	182
5	20 or more years	8	208

6 Employees employed before July 18, 2010 whose pay is established in Section 2(a) of this
7 ordinance completing five (5) years of cumulative service, ten (10) years of cumulative service,
8 fifteen (15) years of cumulative service, or twenty (20) years of cumulative service shall have forty
9 (40) hours of vacation added to their existing balance.

10 (c) Employees employed on or after July 18, 2010 will not have the 40 hours added to their
11 vacation balance upon completion of five (5) years of cumulative service, ten (10) years of
12 cumulative service, fifteen (15) years of cumulative service, or twenty (20) years of cumulative
13 service.

14 (d) All references in this ordinance, except as otherwise noted, to accrual rates, additions to,
15 and accrual maximums for vacation are for employees working a scheduled work week of forty
16 (40) hours. Vacation rates, additions and maximums shall be computed on a proportionate basis
17 for employees whose average work week is more or less than forty (40) hours. When an eligible
18 employee's scheduled work week is changed, the employee's rate of accrual shall be changed
19 proportionately. All references in this ordinance to cumulative service for vacation shall mean
20 cumulative service without a break in service of more than one year, except as provided otherwise
21 in this ordinance. No employee who works less than fifty percent (50 percent) time or who is
22 serving in a limited-term position shall be eligible to accrue vacation.

(e) (1) The maximum vacation balance for those working an average work week of forty (40) hours shall be six hundred (600) hours. Vacation accrual maximums, for those working more or less than forty (40) hours per week, but at least fifty percent (50 percent) time, shall be established in accordance with Section 17 of this ordinance.

(2) When an employee's full-time average work week is changed, the maximum vacation balance shall be changed proportionately. In addition, the employee shall have his/her current vacation balance adjusted so that the vacation shall maintain the same position relative to the new maximum balance as existed with the employee's previous maximum balance. Accrual of vacation shall cease when an employee accumulates the maximum vacation balance established for the assigned work schedule and shall not resume until the vacation balance is less than the maximum amount.

(f) Accrual of vacation shall begin and be credited upon the first bi-weekly pay period and each pay period thereafter but employees must complete the entire pay period to accrue the vacation leave at the end of said pay period:

(1) of appointment;

(2) of return to duty from leave of absence;

(3) of restoration to employment of one-half (50 percent) time or more.

Vacation leave shall be granted in whole hour units. On termination of service, any fractional hour shall be made whole. The accrual of vacation leave shall cease at the employee's last day at work or beginning of terminal leave.

(g) Managers/supervisors shall be responsible for establishing all vacation leave schedules, but may not discipline employees by imposing unusual vacation schedules. Vacation shall be granted

1 to the employee at the discretion of the manager/supervisor as provided by this ordinance in one
2 of the following ways:

3 (1) When the employee requests vacation leave in accordance with departmental policies.

4 (2) When directed to take paid time off by the manager/supervisor.

5 (3) When an employee is terminated or resigns from the Medical Examiner's Office.

6 (4) When an employee whose salary is established in Sections 2(a) reaches the
7 established maximum accrual and would cease accruing vacation, the employee may
8 notify the manager/supervisor in writing of his/her intention to schedule vacation. Such
9 notice shall be at least seven (7) days prior to the first work day the employee intends to
10 take off. If the manager/supervisor fails to establish a different vacation schedule, the
11 employee may, at will and without assuming liability for disciplinary action, take the paid
12 leave, which was proposed in writing.

13 (5) All employees may request payment from the appointing authority for forty (40)
14 hours of vacation accrual in lieu of scheduling paid leave provided that the full vacation allowance
15 for that year is not exceeded. This may be done a maximum of once in each calendar year.
16 Management employees may request payment from the appointing authority for up to an additional
17 forty (40) hours of their vacation accrual balances in lieu of scheduling paid leave if their schedules
18 do not permit them to be absent from work. These requests are subject to the prior approval of the
19 Chief Medical Examiner.

20 (h) During the first twelve (12) months of employment, unless stated otherwise in this
21 ordinance, accrued vacation may be granted to an employee provided that the employee has
22 completed six (6) months of continuous service. When the service of an employee is terminated
23 after twelve (12) months of continuous service, any accumulated vacation that is due the employee

1 shall be paid. When employment is terminated before completing twelve (12) months of
2 continuous service, any previously advanced vacation leave shall be deducted from the employee's
3 final pay.

4 (i) Employees who separate from the Medical Examiner's Office and who return to the
5 Medical Examiner's Office within twenty-four (24) months of the separation, will be given credit
6 for prior continuous service in determining the vacation accrual rate in accordance with Section
7 17(a) or 17(b) of this ordinance and based on the date of the employee's original appointment.

8 (j) Employees who move to the Medical Examiner's Office from a non-Medical Examiner's
9 Office shall be given credit for the years of service in the non-Medical Examiner's Office in
10 determining the vacation accrual rate in accordance with Section 17(a) or 17(b) of this ordinance
11 and based on the date of the employee's original appointment.

12 (k) Employees who return to work from a "reemployment from layoff" eligible list shall be
13 eligible to use vacation as soon as it is accrued unless stated otherwise in this ordinance provided
14 the employee has completed six (6) months of continuous service prior to the layoff and with
15 approval of the manager/supervisor. An employee who has completed less than six (6) months of
16 continuous service will be required to complete the remaining portion of the six (6) months period
17 before being eligible to use vacation.

18 Any such reemployed worker shall be given credit for prior continuous service in
19 determining the employee's vacation accrual rate in accordance with the schedule established in
20 Section 17(a) or 17(b) of this ordinance and based on the employee's original appointment.

21 (l) Managers/supervisors shall be responsible for the management of their vacation schedules
22 so as to most effectively administer their organizations and fulfill the desire of employees in the
23 establishment of leave schedules.

1 **(m)** Accrued vacation shall be carried with an employee when transferred, promoted, or
2 demoted from a position under one appointing authority to a position under another appointing
3 authority without a break in service or change in method of pay. Upon the death of an employee,
4 the person or persons entitled by law to receive any compensation due the employee shall be paid
5 the amount due the employee for accrued vacation.

6 **(n)** With the approval of the Chief Medical Examiner, a retiring employee may be paid on the
7 payroll for accrued vacation in the month prior to retirement without inclusion in the employee's
8 final average compensation. The Chief Medical Examiner may pay previously accrued vacation
9 off in a lump sum to an employee whose service with the City Medical Examiner's Office has
10 terminated. Such payment shall be made on the employee's last regular paycheck. The lump sum
11 payment shall include compensation for any holidays occurring during the employee's terminal
12 vacation leave period as if the employee's vacation had been run out on payroll.

13 **(o)** Employees occupying excepted positions in the Medical Examiner's Office shall be
14 granted vacation at the discretion of the Chief Medical Examiner. An employee whose term in an
15 excepted position ends and who is then appointed to a permanent competitive position working
16 fifty percent (50 percent) time or more shall become eligible to accrue vacation leave with pay
17 upon appointment to the competitive position. Length of cumulative service for the purpose of
18 determining rate of vacation leave accrual shall be based on the employee's original date of
19 appointment to the excepted position, providing there was no break in service between expiration
20 of the excepted position and appointment to the permanent competitive position. The date of
21 appointment to the permanent competitive position shall be used to determine the appropriate rate
22 of vacation accrual for the corresponding length of cumulative service in accordance with the
23 schedule established in Section 17(b).

(p) Managers/supervisors shall report leave with pay for vacation and such other authorized absences as the Chief Medical Examiner shall designate in such form and at such time as the Chief Medical Examiner may require.

SECTION 18. Sick Leave.

(a) Employees ceased accruing sick leave beginning July 18, 2010. Thereafter, an employee may choose to use his/her sick leave in accordance with regulations established by the Chief Medical Examiner.

(b) An active employee who is a member of the Employees Retirement System of the City of St. Louis, and who applies for retirement and immediately retires from active service, shall receive payment for his/her sick leave balance less any sick leave credited or paid to a member or used in the calculation of retirement benefits under this or any other ordinance(s). If the Employees Retirement System provides for sick leave to be credited or paid to a member or used in the calculation of retirement benefits, this payment shall be limited to a maximum of fifty percent (50 percent) of the value of the employee's sick leave balance. If the Employees Retirement System of the City of St. Louis provides for sick leave to be credited or paid to a member or used in the calculation of retirement benefits, this payment shall be fifty percent (50 percent) of the value of the employee's sick leave balance at time of retirement.

(c) If a member of the Employees Retirement System of the City of St. Louis who had been otherwise eligible for Normal or Early Service Retirement dies his/her estate may receive payment based on the calculation above on the employee's sick leave balance, if any. Payment shall be made in accordance with the procedures established by the Chief Medical Examiner.

1 **(d)** An employee who is reemployed from an authorized layoff shall have his/her prior sick
2 leave balance if any restored, provided this balance has not been used in the determination of
3 pension benefits paid to the retiree.

4 **SECTION 19. Medical Leave.**

5 **(a)** Medical leave with pay shall be granted to bi-weekly rate employees in permanent
6 competitive positions working fifty percent (50 percent) time or more in accordance with
7 regulations and procedures established by the Chief Medical Examiner.

8 (1) All employees, unless otherwise stated in this ordinance, shall accrue three (3)
9 hours of medical leave for each bi-weekly pay period of employment but must complete the entire
10 pay period to accrue the medical leave at the end of said pay period. This accrual rate is established
11 for employees working an average work week of forty (40) hours. Medical leave shall be
12 computed on a proportionate basis for employees whose average work week is more or less than
13 forty (40) hours. An eligible employee may be granted paid medical leave by his/her appointing
14 authority after completing twenty-six (26) weeks of continuous service.

15 **(b)** The Chief Medical Examiner may establish a system of cash awards, paid time off or other
16 incentives to reward employees for perfect and near perfect attendance.

17 **(c)** An appointing authority shall remove an employee from the payroll for unexcused absence
18 in accordance with regulations and procedures established by the Chief Medical Examiner. When
19 an employee is docked from the payroll under the provisions of this section, the amount deducted
20 from his/her regular bi-weekly rate of pay shall be one times (1.0x) the regular hourly rate as
21 defined in this ordinance for each hour of unexcused absence. If an employee is docked from the
22 payroll for one (1) hour or more in a bi-weekly pay period, he/she will cease to accrue medical
23 leave for the pay period.

1 (d) If management decides to send their employees or a group of employees' home due to
2 inclement weather, they will not lose their medical leave accrual for that pay period.

3 (e) All leave with or without pay for illness, injury, or physical inability to perform assigned
4 duties shall be recorded on the payroll or a subsidiary document in the manner established by the
5 Chief Medical Examiner. Compensation for periods of absence from work when an employee
6 sustains an injury by accident on the job shall be governed by the provisions of Section 25
7 (Workers' Compensation and Disability Leave) of this ordinance.

8 (f) An employee who is reemployed from an authorized layoff shall have his/her prior medical
9 leave balance and sick leave balance restored if any, provided any sick leave balance has not been
10 credited to the employee's length of service in determining pension benefits paid to the retiree. An
11 employee who is reemployed from an authorized layoff and who has a medical and/or sick leave
12 balance and who completed twenty-six (26) weeks of continuous employment prior to the layoff
13 may take approved medical and/or sick leave upon reemployment.

14 (g) Each manager/supervisor shall institute procedures, in accordance with regulations
15 established by the Chief Medical Examiner that will discourage the improper use of medical leave
16 with pay. When an employee is removed from the payroll for absence not approved by the
17 appointing authority, the employee shall be notified promptly in writing.

18 (h) Employees shall not receive payment for any medical leave balance and it shall not be used
19 in the calculation of retirement benefits or payments under this ordinance or any other ordinance.

20 **SECTION 20. Military Leave.**

21 The City of St. Louis will follow all applicable state and federal laws on the granting of
22 military leave and reemployment rights.

Each employee is required to give advance notice (at least 30 days prior to departure when feasible), preferably in writing, of service obligation or intention to perform services in the uniformed services, unless such notice is prevented by military necessity, as determined by a designated authority, or impossible or unreasonable under all of the circumstances.

Upon the expiration of military leave of absence, the employee shall be reinstated to the class of position he/she occupied at the time the leave was granted without breaking continuity of service. Failure of an employee to report for duty within the time pursuant to state or federal law shall be just cause for dismissal. The employee's accumulated leave balance(s) shall be restored to the employee upon his/her return.

SECTION 21. Education Reimbursement.

A manager/supervisor may, with the prior approval of the Chief Medical Examiner, authorize salary payments, payments of tuition expenses, fees, books and related material in whole or in part to employees to permit them to attend school, visit other governmental agencies or in any approved manner to devote themselves to improvement of knowledge or skills required in the performance of the duties of their position.

The Department of Personnel may reimburse, in whole or in part, expenses incurred by employees in the pursuit of improvement of the knowledge and skills required in the performance of their positions or in higher positions, when funds have been budgeted therefore.

A manager/supervisor, with the approval of the Chief Medical Examiner, may establish a program to reimburse, in whole or in part, expenses incurred by employees in the pursuit of improvement of the knowledge and skills required in the performance of the duties of their positions or to improve their professional, technical or managerial knowledge or skill.

1 **SECTION 22. Leaves Of Absence And Family/Medical Leave.**

2 An employee may request a leave of absence, or a manager/supervisor may request a leave
3 of absence for an employee, for any reason under the City's general leave policy, or a
4 "Family/Medical Leave of Absence" for certain qualifying reasons under provisions of "The
5 Family and Medical Leave Act of 1993" as provided in this ordinance and under additional
6 provisions and regulations as determined by the Chief Medical Examiner.

7 **(a)** A manager/supervisor, with the approval of the Chief Medical Examiner, may grant an
8 employee in the Medical Examiner's Office a general leave of absence without pay for a period of
9 one year, which may be extended, with the prior approval of the Chief Medical Examiner. Upon
10 the expiration of such leave of absence, the employee shall be reinstated to the competitive position
11 he/she occupied at the time the leave was granted provided the position is still in existence and
12 he/she is able to perform the duties of the position. The employee shall be reinstated to the
13 competitive position at the same relative rate in the salary range the employee occupied at the time
14 the leave was initiated. Failure of an employee to report for duty promptly at the expiration of the
15 leave shall be just cause for dismissal. If necessary to the efficient conduct of the business of the
16 City, an employee on leave other than military leave or qualifying family/medical leave may be
17 notified by the appointing authority, with the approval of the Chief Medical Examiner, to return
18 prior to the expiration of such leave. Failure of the employee to return within ten (10) calendar
19 days after receipt of such notice shall terminate his/her leave of absence and be just cause for
20 dismissal, subject to any applicable federal, state or local regulations.

21 **(b)** The City of St. Louis will follow all applicable state and federal laws on the granting of
22 family/medical leave. The City of St. Louis will provide up to six (6) weeks of paid family/medical
23 leave, in accordance with the City's "Family/Medical Leave Policy."

1 The Chief Medical Examiner shall establish additional rules, guidelines and procedures for
2 the effective administration of the City's "Family/Medical Leave Policy." The policy shall comply
3 with all provisions of the "Family/Medical Leave Act of 1993" and any amendments thereafter.

4 Employees must take all of their accrued time (sick leave, medical leave, vacation leave)
5 prior to being placed on leave without pay status for approved Family and Medical Leave, except
6 employees can keep one (1) week of vacation hours (if they have accrued one (1) week of vacation
7 and are eligible to take them). Employees will be allowed to use all their compensatory time, if
8 requested by the employee.

9 (c) Any employee in the Medical Examiner's Office who is appointed to a position in the
10 Medical Examiner's Office shall be granted an in-service leave without pay from the position
11 during the term to which he/she is appointed to the position. Such leave shall be for the term of
12 the appointment to the position and until his/her successor qualifies. Upon the expiration of the
13 appointment to the position, the employee shall be reinstated to the position he/she occupied
14 immediately prior to the in-service leave. The employee shall be reinstated to the position as under
15 a temporary promotion pursuant to Section 6(a)(2) of this ordinance. Employees who are returned
16 to a position shall retain any vacation, compensatory time, sick leave, or medical leave balance in
17 effect at the time of granting of the leave of absence for appointment to the position. Employees
18 shall be given credit for time spent in an appointment in computing eligibility for additional
19 vacation leave accrual.

20 (d) In the event that emergency conditions occur which require the closing of City-operated
21 facilities or the temporary cessation of functions carried out by classified employees, the Mayor
22 of the City of St. Louis may declare an emergency and require an employee or group of employees
23 to take leaves of absence with or without pay while such emergency conditions exist. In the event

1 that the mayor requires that the leave of absence be without pay, an employee with vacation or
2 accrued compensatory time may elect to take the accrued time off with pay in lieu of all or a part
3 of such non-paid leave of absence. Such non-paid leave of absence shall not interrupt continuity
4 of service for vacation accrual. An emergency leave of absence declared by the mayor shall not
5 exceed ninety (90) days.

6 (e) Employees who are granted general leaves of absence and other non-paid leaves of
7 absence, except military leave, must take all accrued vacation at the start of the leave of absence.
8 Employees who are granted or placed on a non-paid leave of absence will not accrue vacation and
9 medical leave during the period of non-paid leave. Upon the expiration of such leaves of absence,
10 the employee shall follow the procedures as established in this Section 22 and any other applicable
11 regulations and procedures as established by the Chief Medical Examiner.

12 (f) A manager/supervisor, with the prior approval of the Chief Medical Examiner, may put an
13 employee on a forced leave of absence with or without pay pending the outcome of an investigation
14 or of a pending disciplinary action against the employee. Employees being placed on forced leave
15 may elect to be placed on either vacation leave or compensatory time.

16 (g) In the event that a fiscal crisis occurs in the City of St. Louis, employees may request
17 voluntary furloughs. The Chief Medical Examiner may issue regulations to govern the furlough
18 program.

19 **SECTION 23. Furloughs.**

20 Contingent upon the declaration of the City's Board of Estimate and Apportionment that a
21 fiscal crisis exists in the City so as to warrant the mandatory implementation of furloughs of City
22 officers and employees, the Board of Aldermen hereby authorizes such budget required mandatory
23 implementation of furloughs. As used herein the term "furlough" shall mean time off without pay

1 due to budget requirements. In the event furloughs are implemented, the Chief Medical Examiner
2 shall issue, consistent with this ordinance, such regulations and guidelines necessary for setting
3 out a process for furlough implementation.

4 **SECTION 24. Insurance Benefits.**

5 The City of St. Louis is hereby authorized to devise and establish by contract or otherwise
6 plans for life, health, medical, disability, and other insurance coverage deemed necessary for
7 employees in the Medical Examiner's Office and other employees for the City and their
8 dependents. The Department of Personnel shall develop and administer programs to provide for
9 such coverage. The Director of Personnel shall confer with the Board of Estimate and
10 Apportionment by February 1st of each year regarding coverage plans and the appropriate funding
11 level. The Director shall then be charged with the responsibility of establishing the applicable
12 funding level and remittance rates for the aforementioned plans and certify the same to the
13 Comptroller and Budget Director by March 1st of each year. The Director of Personnel may amend
14 said rates as needed.

15 **SECTION 25. Death Benefit.**

16 In the event any employee of the City whose pay is established by this ordinance dies as a
17 result of injuries arising out of and in the course of his/her employment by the City, the City shall
18 pay compensation in accordance with the Missouri Workers' Compensation Law. The Chief
19 Medical Examiner and the City Counselor shall establish procedures for making the payments
20 required by the Missouri Workers' Compensation Law. The Comptroller shall designate the fund
21 or appropriation out of which such payment shall be made. Such compensation shall be in addition
22 to any life insurance benefits paid for by the City or by the employee which is available to the

1 employee's beneficiaries and also in addition to any benefit provided by the Employees Retirement
2 System of the City of St. Louis.

3 **SECTION 26. Workers' Compensation And Disability Leave.**

4 **(a)** Any employee in the Medical Examiner's Office whose class title and grade are established
5 in Section 1(a) and denoted by the suffix "G," or "M" of this ordinance, including employees who
6 are compensated on a per performance or unit of work basis, who shall suffer personal injury by
7 accident or occupational disease arising out of and in the regular course of employment while
8 engaged in or about the premises where an employee's duties are being performed or where an
9 employee's presence is required as part of his/her employment, shall promptly report such injury
10 by accident or occupational disease to his/her immediate supervisor. The supervisor shall in turn
11 report, through the manager/supervisor, all facts concerning the incident to the City Counselor and
12 the Chief Medical Examiner. The manager/supervisor shall promptly provide such written
13 information and recommendations as may be requested by the City Counselor to aid in making the
14 determination of the period of disability.

15 The employee who suffers a personal injury as described in part (a) of this section, and
16 which results in temporary disability, may elect to use sick or medical leave for the first three (3)
17 days of temporary disability. Thereafter, the employee will be compensated at the rate mandated
18 by the Missouri Workers' Compensation Law. If the period of disability extends fourteen (14)
19 calendar days or more, the three (3) days of sick or medical leave used during the first three (3)
20 days of disability will be restored to the employee's sick or medical leave balance. The City
21 Counselor shall determine the actual amount of compensation and length of time during which
22 payments are made for such temporary disability in accordance with the Missouri Workers'
23 Compensation Law.

1 (b) The City Counselor, the Chief Medical Examiner, or the manager/supervisor may require
2 an employee to undergo a physical examination and medical or surgical treatment at the expense
3 of the city to diagnose and treat injuries or illnesses arising out of employment.

4 (c) The City Counselor and the Comptroller shall establish procedures for paying
5 compensation to employees or former employees who are permanently disabled and due
6 compensation under the Missouri Workers' Compensation Law. The Comptroller shall designate
7 the fund or appropriation out of which such payment shall be made.

8 (d) The City Counselor and the Chief Medical Examiner shall be responsible for the
9 administration of the provisions of this Section and shall establish and publish procedural
10 regulations for the administration of the program. Each manager/supervisor shall establish
11 procedures to comply with the provisions of this section and established regulations.

12 **SECTION 27. Jury And Witness Leave.**

13 (a) Jury leave with pay shall be granted to bi-weekly rate employees working fifty percent (50
14 percent) time or more for such time when such employees are serving as jurors pursuant to order
15 of the St. Louis Circuit Court or United States District Court in St. Louis. Any bi-weekly rate
16 employee, when so summoned for jury service, shall report such fact within seventy-two (72)
17 hours to his/her manager/supervisor and display to the manager/supervisor the summons which
18 the employee has received and shall give the manager/supervisor in writing the date and the time
19 of such jury service. No bi-weekly rate employee shall receive any compensation from the Jury
20 Commissioner or the United States District Court system for jury service for days the employee
21 receives compensation from the City. A bi-weekly rate employee may keep the jury stipend for
22 days when the employee receives no compensation from the city (off days, docks, leaves, etc.).
23 Upon being discharged from serving as a juror by the Court or Jury Commissioner, the employee

1 shall forthwith report to his/her manager/supervisor if discharged during their normally scheduled
2 work hours and shall submit to his/her manager/supervisor a written statement from the Jury
3 Commissioner certifying that the employee has served as a juror and the time and date so served.
4 The manager/supervisor shall, upon receipt of the statement of jury service, credit the employee
5 with paid jury leave for such service.

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

17 **SECTION 28. Deferred Compensation.**

18 (a) Authority is hereby granted for the establishment of a deferred compensation plan for the
19 City of St. Louis.

20 (b) In accordance with the regulations applicable to the plan, as set out herein, the Comptroller
21 is authorized to enter into an agreement with eligible participants, whereby said participants may
22 designate a portion of their future earnings to be deducted by the City and placed in a fund to be

1 designated "City of St. Louis Deferred Compensation Plan Fund" for the purpose of providing tax
2 deferred benefits to the participants upon retirement.

3 (c) The Board of Estimate and Apportionment is hereby authorized to establish or select a
4 specific plan or plans in accordance with the requirements set out in this ordinance. In establishing
5 the plan, the Board of Estimate and Apportionment may elect to retain outside parties to provide
6 administrative and/or investment services after following competitive bidding procedures. The
7 Board of Estimate and Apportionment is authorized, after analyzing the various competitive bids
8 submitted in accordance with the requirements of this ordinance, to select the plan or plans it
9 determines to meet the requirements established as a part of the competitive bidding procedures
10 and to be in the best interest of the participants. No investment plan shall be considered unless
11 offered by a duly licensed resident agent representing a company duly licensed and authorized by
12 the State of Missouri and other applicable federal regulatory agencies to offer such insurance or
13 investment programs.

14 In the event Federal or State legislation is changed in a manner affecting and/or relating to
15 any of the aforementioned Deferred Compensation provisions contained in this Section, the Board
16 of Estimate and Apportionment of the City of St. Louis may amend the deferred compensation
17 plan accordingly and may execute any and all documents necessary to achieve and effectuate the
18 recommended changes.

19 **SECTION 29. Retirement.**

20 The following provisions shall apply to the Employees Retirement System:

21 (a) "Final Average Compensation" is equal to one-half of the sum of (1) and (2) below:
22

(1) The annual compensation received by a member for the two (2) consecutive years of creditable service in which the highest compensation was received preceding the termination of his/her employment, and

(2) The balance of a member's sick leave pay on the date of retirement less sick leave hours paid to the member upon termination of his/her employment and less sick leave hours considered as creditable service for the purpose of determining eligibility for retirement benefits, except that said balance cannot exceed twenty-five percent (25 percent) of a member's total sick leave on the date of retirement.

(b) If a member has less than two (2) consecutive years of creditable service his/her final average compensation shall be equal to the sum of (1) and (2) below, divided by (3) below and then multiplied by (4) below:

(1) The sum of monthly compensation received by the member for each consecutive month of creditable service immediately preceding the termination of his/her employment, and

(2) The balance of a member's sick leave pay on the date of retirement less sick leave hours paid to the member upon termination of his/her employment and less sick leave hours considered as creditable service for the purpose of determining eligibility for retirement benefits, except that said balance cannot exceed twenty-five percent (25 percent) of a member's total sick leave on the date of retirement.

(3) The number of consecutive months of creditable service immediately preceding the termination of his/her employment, and

(4) Twelve (12).

The years of creditable service of a member shall be the number of years and completed months of service during which he/she receives compensation from the first day of the calendar

1 month following the date of the beginning of each employment with an employer until his/her
2 employment is terminated, subject to the provisions of this section. The years of creditable service
3 of an employee hired after the operative date who had attained the age of sixty (60) years at initial
4 employment shall be the number of years and completed months of service during which he/she
5 receives compensation from October 1, 1988, and hereafter, from the first day on or after October
6 1, 1988, of the beginning of each employment with an employer until his/her employment is
7 terminated. No creditable service shall be granted for any period of employment before October
8 1, 1988, after the calendar month in which the member attains age seventy (70). No creditable
9 service for prior employment shall be granted to an employee who becomes a member after April
10 1, 1960, unless he/she was employed by an employer on April 1, 1960.

11 A member's sick leave balance at time of retirement less the sum of (a), (b) and (c) below
12 shall be considered as additional creditable service for calculation of retirement benefits under any
13 provision of this ordinance:

- 14 (a) Sick leave hours considered as creditable service for the purpose of determining
15 eligibility for retirement benefits, and
- 16 (b) Sick leave hours paid to the member upon termination of his/her employment, and
- 17 (c) Sick leave hours used in determining final average compensation.

18 **SECTION 30. Severability.**

19 The sections of this ordinance shall be severable. In the event that any section of this
20 ordinance is found by a court of competent jurisdiction to be invalid, the remaining sections of this
21 ordinance are valid, unless the court finds the valid sections of the ordinance are so essential and
22 inseparably connected with and dependent upon the void section that it cannot be presumed that
23 the Aldermen would have enacted the valid sections without the void ones, or unless the court

finds that the valid sections standing alone are incomplete and are incapable of being executed in accordance with the legislative intent.

SECTION 31. Repeal Of Previous Ordinances.

Ordinance Number **71970** and all other ordinances or amendments, or parts thereof conflicting with the provisions of this ordinance are hereby repealed **effective June 14, 2026.**

SECTION 32. Emergency Clause.

This ordinance being deemed necessary for the immediate preservation of the public peace, health and safety is declared to be an emergency ordinance pursuant to Article IV, Section 19 and 20 of the City Charter.

INDEX TO COMPENSATION ORDINANCE

This index is for general reference purposes and may not reference all provisions of this ordinance. For complete scope refer to specific provisions of this ordinance.

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FISCAL NOTE
BOARD BILL NUMBER 16

Preparer's Name Cheryl Campbell

Phone Number or Email Address (will be available publicly) campbellch@stlouis-mo.gov

Bill Sponsor Alderman Rasheen Aldridge Jr.

Bill Synopsis:	<i>An ordinance to regulate employer and employee working relationships between the City of St. Louis and employees under the Medical Examiner's Office, including establishment of a compensation plan, salary schedules, benefits, incentives, and other employment provisions; repealing Ordinance 71970; and including an emergency clause.</i>
Type of Impact:	<i>Indeterminate (Personnel/Compensation Policy Impact)</i>
Agencies Affected:	<i>Medical Examiner's Office; Comptroller; Department of Personnel</i>

SECTION A
Does this bill authorize:

- An expansion of services which entails additional costs beyond that approved in the current adopted city budget? X Yes No
- An undertaking of a new service for which no funding is provided in the current adopted city budget? Yes X No
- A commitment of city funding in the future under certain specified conditions? X Yes No
- An issuance of bonds, notes and lease-purchase agreements which may require additional funding beyond that approved in the current adopted city budget? Yes X No
- An execution or initiation of an activity as a result of federal or state mandates or requirements? Yes X No

- A capital improvement project that increases operating costs over the current adopted city budget? _____ Yes _____ X No
- A capital improvement project that requires funding not approved in the current adopted city budget or that will require funding in future years? _____ Yes _____ X No

If the answer is yes to any of the above questions, then a fiscal note must be attached to the board bill. Complete Section B of the form below.

SECTION B

- Does the bill require the construction of any new physical facilities? _____ Yes _____ X No

- If yes, describe the facilities and provide the estimated cost:

- Is the bill estimated to have a direct fiscal impact on any city department or office? _____ X Yes _____ No

- If yes, explain the impact and the estimated cost:

The bill establishes and modifies compensation structures, including salary schedules, pay increases, bonuses, incentives, differentials, and other compensation-related provisions for employees within the Medical Examiner's Office. These provisions will result in increased personnel-related expenditures; however, the total fiscal impact cannot be determined from the Board Bill language.

- Does the bill create a program or administrative subdivision? _____ Yes _____ X No
 - If yes, then is there a similar existing program or administrative subdivision? _____ Yes _____ No
 - If yes, explain the how the proposed programs or administrative subdivisions may overlap:

- Describe the annual operating, equipment, and maintenance costs that would result from the proposed bill, as well as any funding sources:

The bill results in increased annual operating costs associated with implementation of a revised compensation plan, including salary schedule adjustments, within-range increases, bonuses, incentives, shift differentials, and other compensation-related provisions for Medical Examiner employees.

No equipment or maintenance costs are identified in the Board Bill language.

The number of affected employees, their current compensation levels, and total projected payroll adjustments are not specified in the Board Bill language; therefore, total fiscal impact cannot be determined.

Funding would be dependent on departmental appropriations.

Complete the chart below to list the total estimated expenditures required of the City resulting from the proposed board bill and any estimated savings or additional revenue.

Financial Estimate of Impact on General Fund			
Fiscal Impact	<u>Year 1 (current)</u>	<u>Year 2</u>	<u>Year 3</u>
Additional Expenditures	<i>Indeterminate</i>	<i>Indeterminate</i>	<i>Indeterminate</i>
Additional Revenue	\$0	\$0	\$0
Net	<i>Indeterminate</i>	<i>Indeterminate</i>	<i>Indeterminate</i>
Financial Estimate of Impact on Special Funds			
Fiscal Impact	<u>Year 1 (current)</u>	<u>Year 2</u>	<u>Year 3</u>
Additional Expenditures	\$0	\$0	\$0
Additional Revenue	\$0	\$0	\$0
Net	\$0	\$0	\$0

- Describe any assumptions used in preparing this fiscal note:

This fiscal note was prepared based on review of the language contained within the Board Bill. The ordinance establishes a comprehensive compensation framework for the Medical Examiner's Office, including salary increases, incentives, bonuses, and other personnel-related costs, but does not include detailed cost estimates, employee counts, or identified funding levels. As a result, fiscal impact cannot be quantified.

- List any sources of information (including any City officials, agencies, or departments) used in preparing this fiscal note:

Board Bill 16 and accompanying legislative language; review of compensation-related provisions including salary schedules, incentive authorizations, and benefit structures within the ordinance; general City budget practices related to personnel appropriations and departmental funding.

- Have the financial estimates of this bill been verified by the City Budget Division?
_____ Yes X No
 - If yes, by whom? _____ .

ORDINANCE NUMBER 71970

BOARD BILL NUMBER 180 INTRODUCED BY ALDERWOMAN PAMELA BOYD

An ordinance to regulate employer and employee working relationships between the City of St. Louis and all employees under the Medical Examiner's Office, including a compensation plan, terms and conditions of employment, benefits, leaves of absence, and authorization for a Deferred Compensation Plan; repealing **Ordinance Number 71746**; allocating certain other employees to a grade with rate; and including an emergency clause. The provisions of the sections contained in this ordinance shall be effective with the start of the first pay period following approval by the Mayor.

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

SECTION 1. ALPHABETICAL LIST OF CLASSES

(a) Beginning with the effective date of this ordinance, the following positions in the Medical Examiner's Office with bi-weekly rates are hereby allocated as listed below in accordance with the classification plan by the Chief Medical Examiner to a grade and overtime code in the following section with rates established in Section 2 of this ordinance.

TITLE	CODE	GRADE/			
		SCHEDULE			
	OVTM				
Administrative Assistant I	1621	13	G	3	
Administrative Assistant II	1622	14	M	1	
Administrative Assistant III	1623	15	M	1	
Administrative Secretary	1137	13	G	3	
Autopsy Technician I	5411	10	G	3	
Autopsy Technician II	5412	11	G	3	
Autopsy Technician III	5413	12	G	3	

1	Autopsy Technician Supervisor	5414	13	G	3
2	Custodian/Courier	3711	8	G	3
3	Executive Director for Operations	1736	23	M	1
4	Executive Secretary to the Chief Medical Examiner	1136	14	G	3
5	Forensic Office Administrator I	1621	19	M	3
6	Forensic Office Administrator II	1622	20	M	1
7	Forensic Office Administrator III	1623	22	M	1
8	Medical Transcriptionist	1122	12	G	3
9	Medicolegal Investigation Supervisor	2355	17	M	2
10	Medicolegal Investigator I	2351	13	G	3
11	Medicolegal Investigator II	2352	14	G	3
12	Medicolegal Investigator III	2353	16	G	3
13	Medicolegal Investigator IV	2354	17	G	3
14	Morgue Attendant	5410	8	G	3
15	Secretary	1132	10	G	3
16	X-ray Technician	5441	11	G	3
17	Intern – Level 1	9991	00	I	3
18	Intern – Level 3	9992	00	I	3
19	Intern – Level 3	9993	00	I	3
20	Intern – Level 4	9994	00	I	3
21	Intern – Level 5	9995	00	I	3
22	Intern – Level 6	9996	00	I	3

SECTION 2. OFFICIAL PAY SCHEDULE FOR MEDICAL EXAMINER GRADES

The Chief Medical Examiner recommends pay schedules for all pay grades denoted in Section 1(a) of the classification plan prepared and adopted by management. The official pay schedules and their corresponding salary ranges as hereby adopted in this Section 2 are as follows: (a) – General and Management Schedule.

(a) GENERAL AND MANAGEMENT PAY SCHEDULE:

(1) The following bi-weekly pay schedule for all pay grades denoted with the suffix "G" or "M" shall become effective beginning with the bi-weekly pay period following the effective date of this ordinance.

<u>BI-WEEKLY RANGE OF PAY IN WHOLE DOLLARS</u>			
<u>GRADE</u>	<u>MINIMUM</u>		<u>MAXIMUM</u>
8	1246		1446
9	1236		1569
10		1246	1704
11	1240		1854
12	1308		2015
13	1442		2221
14	1653		2546
15	1894		2923
16	2173		3353
17	2494		3851
18	2860		4422

1	19	3285	5079
2	20	3772	5834
3	21	4070	6297
4	22	4391	6798
5	23	4739	7340

6

7 **(b) SHIFT DIFFERENTIAL:** Shift differential shall be paid for certain work assignments.

8 The Chief Medical Examiner shall determine the work assignments for which shift differential will
9 be paid. The assignment or removal of an employee from a work assignment having a shift
10 differential shall be determined by the appointing authority and will not constitute a promotion,
11 demotion, advancement or reduction in pay. The shift differential shall be added to the employee's
12 regular bi-weekly rate.

13 (1) In order for an employee in Section 2(a) to be eligible for shift differential compensation,
14 the employee must work a shift that requires the completion of four (4) hours of work between the
15 hours of 4:00 p.m. and 8:00 a.m. the following morning. Employees who are assigned to work
16 schedules that require them to rotate among three shifts (day, evening, night) on a bi-monthly or
17 more frequent basis shall be eligible for shift differential compensation for all three shifts worked.
18 For employees whose pay range is established in Section 2(a) the shift differential premium shall
19 be one percent (1 percent) of the employee's regular base bi-weekly rate for each eligible shift
20 worked in a bi-weekly pay period.

21 An employee whose pay range is established in Section 2(a) shall receive shift differential for
22 working a portion of an eligible shift, providing the portion of the shift not worked is charged to

1 paid leave. Shift differential shall only be paid for whole hours worked; a fraction of an hour shall
2 not be counted toward the payment of the differential.

3 (2) Except as otherwise provided in this ordinance, shift differential shall not be paid to
4 employees compensated on an hourly or per performance basis, or bi-weekly paid employees who
5 work part-time. Neither shall shift differential be paid to full-time regular employees docked for
6 any portion of an eligible shift.

7 **(c) WEEKEND DIFFERENTIAL:** When employees whose pay range is established in
8 Section 2(a) work on a Saturday and/or a Sunday they shall be eligible for weekend differential.
9 This differential shall be one percent (1 percent) of an employee's base bi-weekly rate. An
10 employee shall receive weekend differential for working any portion of an eligible day. This
11 differential shall only be paid for whole hours worked, providing the portion of the day not worked
12 is charged to paid leave. Weekend differential shall not be paid to employees compensated on an
13 hourly or per performance basis or bi-weekly paid employees who work part-time. Neither will
14 the weekend differential be paid to full-time regular employees docked for any portion of a day on
15 which the differential would otherwise be paid.

16 **(d)** The Chief Medical Examiner may establish per performance rates of pay, hourly rates of
17 pay, or rates of pay for units of work and the conditions for making of any such payments. Such
18 per performance, hourly, or unit-of-work rates may be computed from the bi-weekly scales
19 established in this ordinance. Per performance, hourly, or unit-of-work rates shall be established
20 considering the nature of employment, community practices in compensating similar employment,
21 and the purpose of the program for which the rate is established. Employees paid per performance,
22 hourly, or unit-of-work rates of pay shall not be entitled to vacation, medical leave or holiday leave

1 with pay or other benefits accorded employees paid a bi-weekly rate except that an appointing
2 authority, with the prior approval of the Chief Medical Examiner, and when sufficient funds have
3 been appropriated for the fiscal year, may establish a modified level or type of benefit program
4 when the provision of such benefit is needed in order to attract and retain sufficiently qualified
5 employees to work in specific per performance, hourly, or unit-of-work assignments.

6 The Chief Medical Examiner is not permitted to utilize per performance and hourly employees as
7 a method of replacing bi-weekly rate employees who would be entitled to employee benefits.
8 Therefore, per performance and hourly employees will be limited to work an equivalent of ten (10)
9 months of full-time employment (1,733 hours) per year.

10 **(e)** The Chief Medical Examiner may establish trainee rates of pay. Such trainee rates may be
11 established on an hourly, per performance or bi-weekly basis and shall be less than the rate paid
12 to a regular employee.

13 **(f)** The Chief Medical Examiner, may establish rates and conditions under which
14 compensation may be granted for periods of time during which an employee is away from the job
15 site but restricted in his/her activities because of an assignment by the Chief Medical Examiner to
16 be available for a call to return to the work site to perform emergency duties. Pay rates and
17 conditions established under the provisions of this Section 2(l) may include reasonable minimum
18 pay guarantees for employees required to return to the work site to perform emergency duties. The
19 provisions of this Section 2(l) shall not be construed to restrict the right of the Medical Examiner
20 to establish call back procedures for employees as an established condition of employment.

1 **(g)** The Chief Medical Examiner may authorize payment of special recruitment bonuses,
2 travel, moving and related expenses to recruit employees for positions when funds for this purpose
3 are appropriated to the Office of the Medical Examiner.

4 **(h)** The Chief Medical Examiner may approve the payment of hiring incentives to current
5 employees to recruit qualified personnel for positions that are difficult to fill. Hiring incentives
6 shall be in any amount up to twenty-five percent (25 percent) of the annual salary of the position
7 for which the recruitment is made.

8 **(i)** (1) The Chief Medical Examiner may establish cash awards or other incentives for an
9 employee or group of employees to recognize and reward increased productivity or effectiveness.
10 The incentives offered may include cash, paid time off, and such other reasonable incentives as
11 the Chief Medical Examiner may determine. Cash awards shall be made from the personal services
12 appropriation of the unit, the account from which the employee's salary is paid or from a general
13 appropriation for this purpose.

14 (2) The Chief Medical Examiner may establish a program of cash awards or other incentives,
15 not to exceed ten percent (10 percent) of annual salary, paid as an addition to pay, for the purpose
16 of providing additional compensation for employees who are fluent in a foreign language and who
17 use this skill in the necessary and regular recurring performance of the duties of their position.
18 Cash awards shall be made from the personal services appropriation of the unit, the account from
19 which the employee's salary is paid or from a general appropriation for this purpose. Cash awards
20 and incentives under this program shall be made in accordance with guidelines established by the
21 Chief Medical Examiner.

1 (3) Notwithstanding any other provision in this ordinance, the Chief Medical Examiner is
2 authorized to extend the maximum of the pay ranges by up to twenty-five percent (25 percent) for
3 the purpose of compensating positions which are extremely hard to fill.

4 (4) The Chief Medical Examiner may provide an Employee Suggestion Program, which grants
5 cash and other awards to recognize employee suggestions, which improve City services, operations
6 or facilities. Cash awards to employees for suggestions resulting in tangible savings to the City
7 shall not exceed ten percent (10 percent) of the annual tangible net savings. Cash awards and
8 payments for other awards shall be made from an appropriation for a suggestion program or other
9 appropriate account. Additionally, cash awards for suggestions shall be granted as an addition to
10 pay, which does not change an employee's bi-weekly rate. The Employee Suggestion Program
11 shall be administered in accordance with regulations established by the Chief Medical Examiner.
12 The Chief Medical Examiner may establish an authority to evaluate suggestions and determine
13 awards; the decisions of this authority shall be final.

14 (j) An employee who is appointed to a position requiring advanced technical skills or
15 professional qualifications may be paid at a higher rate than prescribed for the class in Section 2
16 of this ordinance on recommendation of the manager/supervisor with the prior approval of the
17 Chief Medical Examiner. Such advancement shall be made solely on the basis that the employee
18 possesses exceptional academic qualifications related to the duties of the position or that the
19 employee is registered or certified by an organization or board recognized by the Chief Medical
20 Examiner to be especially suited, considering the duties of the position, and when such academic
21 qualification, registration, or certification is not deemed a necessary qualification for the class of
22 position.

1 The Chief Medical Examiner may also establish other bonus, incentive, or reimbursement
2 programs to encourage current employees to attain registration, licensure, certification, or proof of
3 professional mastery when it is deemed to be in the best interest of the Medical Examiner's Office,
4 or when such credentials are clearly recognized as adding to the capability of individuals in that
5 area. Incentives, bonuses, or reimbursements awarded under such programs do not result in an
6 employee being ruled ineligible for bonuses or salary increases permitted under other sections of
7 this pay ordinance.

8 **(k)** The Chief Medical Examiner may establish a program to reimburse, in whole or in part,
9 expenses incurred by employees for the purchase of uniform apparel required in the performance
10 of the duties of their positions, when funds have been budgeted therefore.

11 The Chief Medical Examiner may exercise the option to furnish such uniform as may be required
12 in the employee's performance of his/her duties.

13 The Chief Medical Examiner may establish regulations relating to employees' eligibility for
14 reimbursement for uniforms.

15 Further, when funds have been budgeted therefore, the Chief Medical Examiner may authorize
16 reimbursement to uniformed investigative or autopsy room employees of up to fifty dollars (\$50)
17 per incident for damage to personal property sustained while the employee was directly engaged
18 in performing assigned and/or authorized duties during a shift.

19 **(l)** (1) Contingency assignment differential will be paid for certain assignments when
20 immediate position coverage is needed for any unexpected reason (*e.g.* death, forced leave,
21 emergency illness, etc.) in a higher pay grade, and shall be granted at the onset of the assignment,
22 not to extend more than one pay period. The Chief Medical Examiner will determine the

1 assignments for which Contingency Assignment Differential will be paid. The assignment of an
2 employee to said assignment having a contingency assignment differential will be determined by
3 the Chief Medical Examiner and will not constitute a promotion or advancement in pay. In
4 addition, the removal of an employee from said assignment shall not constitute a demotion or
5 reduction in pay. The Chief Medical Examiner will review the qualifications of the employee
6 being considered for the assignment to determine if they meet the necessary minimum
7 qualifications for the position being considered.

8 For an employee whose pay range is established in Section 2(a) with the prior approval of the
9 Chief Medical Examiner, the contingency assignment differential will be ten percent (10 percent)
10 of the employee's regular base bi-weekly rate added as an addition to pay for each bi-weekly
11 period worked or one percent (1 percent) of the employee's regular base bi-weekly rate for each
12 shift assignment covered, not to exceed one (1) pay period.

13 (2) Temporary assignment differential will be paid for certain assignments when a vacancy
14 exists for any reason (*e.g.*, separations, terminal vacation, leave of absence, military leave, etc.) in
15 a position with a higher pay grade, and shall be granted for at least one (1) pay period but not more
16 than thirteen (13) pay periods, and offset by any days that the employee by reason of absence is
17 not fulfilling the assignment. The Chief Medical Examiner will determine the assignments for
18 which the temporary assignment differential will be paid. The assignment or removal of an
19 employee from said assignment having a temporary assignment differential will be determined by
20 the Chief Medical Examiner and will not constitute a promotion, demotion, advancement, or
21 reduction in pay. The intended employee must meet the minimum qualifications for the position

1 to be assigned. The temporary assignment differential shall be computed as an addition to pay and
2 not affect the employee's regular bi-weekly rate.

3 For an employee whose pay range is established in Section 2(a) with the prior approval of the
4 Chief Medical Examiner, the temporary assignment differential will be ten percent (10 percent) of
5 the employee's regular base bi-weekly rate added as an addition to pay for each bi-weekly period
6 worked, not to exceed thirteen (13) pay periods. The Chief Medical Examiner may require the
7 establishment of a department policy on temporary assignment differential pay and must sign off
8 on the policy prior to authorizing temporary assignment differential.

9 **(m)** City employees who are required by the Chief Medical Examiner to routinely use their
10 personal vehicle in the performance of their duties shall be compensated by receiving a vehicle
11 maintenance and use allowance of two-hundred seventy dollars (\$270.00) per month.

12 **SECTION 3. SUBSISTENCE AND MAINTENANCE CHARGES**

13 Except as otherwise provided in this ordinance, a deduction shall be made on the payroll or a cash
14 charge shall be collected for subsistence and maintenance provided to employees at a rate to be
15 determined by the employee's department or agency head and the Comptroller of the City of St.
16 Louis. The department or agency head shall establish reasonable charges or deductions which
17 have been calculated and assessed with due consideration for all identifiable costs, including labor
18 and overhead, but shall not exceed the actual cost of the items to the City. When the Chief Medical
19 Examiner determines that the duties and responsibilities of a position require an employee to
20 occupy a room or apartment, there shall be no charge for such accommodations.

21 **SECTION 4. SALARY RANGE LIMITATIONS**

No employee in the Medical Examiner's Office shall be paid at a rate lower than the minimum or higher than the maximum of the salary range established for the class to which his/her position has been allocated, except as otherwise provided in this ordinance.

SECTION 5. STARTING SALARY

(a) The rate of pay for an excepted position to be paid upon original appointment to the class shall be determined by the Chief Medical Examiner for the excepted position.

(b) Except as otherwise provided in this ordinance, the minimum rate of pay for a position shall be paid upon original appointment to the class unless the Chief Medical Examiner finds that it is difficult to secure the services of persons with minimum qualifications or experienced qualified persons at the minimum rate.

The Chief Medical Examiner may establish a recruitment rate for a single position or all positions in a class and authorize employment at an amount above the minimum but within the regular range of salary established for the class. When a recruitment rate is established for an entire class, employees already in such class may have their salaries adjusted to appropriate rates in the new range resulting from the establishment of the recruitment rate.

In the event that the Chief Medical Examiner finds that it is difficult to secure the services of sufficient numbers of employees for a class or occupational series after a diligent recruitment effort, the Chief Medical Examiner may establish a new maximum rate for the class(es) which is not more than twenty-five percent (25 percent) above the maximum established in this ordinance.

(c) Employees with permanent status who are eligible for reemployment as determined by the Rules of the Department of Personnel shall be reemployed at an appropriate rate within the new

1 salary range which takes into consideration the employee's prior service in the position, as
2 determined by the Chief Medical Examiner.

3 **SECTION 6. PROMOTION, DEMOTION, REALLOCATION, TRANSFER AND**
4 **TEMPORARY PROMOTION**

5 An employee who is transferred, promoted, demoted, or whose position is reallocated after the
6 effective date of this ordinance, shall have his/her rate of pay for the new position determined as
7 follows:

8 **(a)** Promotion: This shall be defined as a change of an employee in the Medical Examiner's
9 Office from a position of one class to a position of another class with a higher pay grade or a higher
10 starting minimum salary.

11 (1) When an employee is promoted to a position in the General or Management Pay Schedule,
12 the employee's current bi-weekly rate of pay shall be set at a rate which is five percent (5 percent)
13 higher than the rate received immediately prior to the promotion. The Chief Medical Examiner,
14 may increase the pay of an employee up to twenty percent (20 percent) when such action is needed
15 to attract experienced, qualified candidates for a position. Such salary determinations shall take
16 into consideration the nature and magnitude of the accretion of duties and responsibilities resulting
17 from the promotion. However, no employee shall be paid less than the minimum rate nor more
18 than the maximum rate for the new class of position, except as otherwise provided in this
19 ordinance.

20 (2) Temporary Promotion: When an employee, whose salary range is established in Section
21 2(a) is certified and temporarily promoted to a vacant position, for a limited duration, the
22 employee's current salary shall be adjusted as provided in Paragraph (a)(1) of this Section. Upon

1 expiration of the temporary promotion, the employee shall be returned to his/her former rate of
2 pay, adjusted by any increases the employee would have received in the absence of the temporary
3 promotion. In no case shall the employee's salary be above the maximum of the salary range,
4 unless otherwise provided for in this ordinance.

5 **(b)** Demotion: This shall be defined as a change of an employee in the Medical Examiner's
6 Office from a position of one class to a position of another class which has a lower pay grade and
7 a lower starting minimum salary.

8 (1) If an employee is demoted for disciplinary reasons in accordance with the Rules of the
9 Medical Examiner's Office and established disciplinary procedures, his/her rate of pay shall be
10 established at a rate within the range for the new position which is at least five percent (5 percent)
11 lower than the rate received immediately prior to the demotion, except no employee shall be
12 reduced below the minimum of the range unless otherwise provided for in this ordinance. The
13 amount of the reduction shall be determined by the Chief Medical Examiner.

14 (2) If an employee accepts a voluntary demotion, his/her current rate of pay shall be reduced
15 within the range for the new position which is five percent (5 percent) lower than the rate received
16 immediately prior to demotion, except that employees who are in a working test period and demote
17 to their previous class of position or pay grade, will return to the rate received immediately prior
18 to the promotion, plus any adjustments as otherwise provided in this ordinance. No employee shall
19 be paid less than the minimum nor more than the maximum rate for the new class of position,
20 except as otherwise provided in this ordinance.

21 (3) When an employee is demoted for reasons in the best interest of the Medical Examiner
22 Office as determined by the Chief Medical Examiner, his/her salary may be reduced by reason of

the new salary range and grade with the prior approval of the Chief Medical Examiner. If the salary of such employee is above the maximum for the new position the employee's salary shall not be increased so long as he/she remains in the position, except as otherwise provided by this ordinance.

(c) Reallocation:

(1) If the employee's position is reallocated to a class in a lower pay grade and the employee's rate of pay for the previous position is within the salary range of the new position, his/her salary shall remain unchanged.

(2) The salary of an employee whose position is allocated to a class in a higher pay grade shall be determined in accordance with the provisions of this Section 6(a)(1) relating to salary advancement on promotion.

(d) Transfer: The salary rate of an employee who transfers to a different position in the same class, or from a position in one class to a position in another class in the same pay grade, shall remain unchanged, provided that no employee shall be paid less than the minimum rate nor more than the maximum rate for the new class of position, except as otherwise provided in this ordinance.

(e) Over Maximum: The salary of an employee, which is in excess of the maximum of the range prescribed by this ordinance for the class and grade to which his/her position has been allocated or may be reallocated, shall not be reduced by reason of the new salary range and grade. The salary of such employee shall not be increased so long as he/she remains in the class of position, except as otherwise provided by this ordinance.

SECTION 7. SALARY ADJUSTMENT

Salary adjustments for all employees in competitive positions shall be based on considerations of merit, equity, or success in fulfilling predetermined goals and objectives as herein provided.

(a) Competitive positions for which salary is established in Section 2(a) - General and Management Schedule;

(1) Any employee whose salary is established in Section 2(a) – General and Management Pay Schedules, may receive a service rating in accordance with the City’s Service Rating Manual. The rating together with the standards of performance established in the rating manual shall determine eligibility for a one-point five percent (1.5 percent) within-range (merit) increase at intervals as outlined in the City’s Service Rating Manual or other pay regulation(s) or ratings as determined by the Chief Medical Examiner. Notwithstanding any other section of this ordinance, all employees in the General and Management pay schedules who would be eligible to receive an annual increase on their regular Service Rating date will receive a one-point five percent (1.5 percent) increase regardless of their current rate or place in the pay schedule.

(2) A non-exempt (Overtime Code 3) employee whose pay is established in Section 2(a) of this ordinance who receives an Overall Rating of “Unsuccessful” as defined by the City’s Service Rating Manual, shall have his/her salary reduced as determined by the standards established in the City’s Service Rating Manual, but not less than the minimum of the pay grade range.

(b) As used in this ordinance, "anniversary date" means the date following fifty-two (52) weeks of continuous service from the date of original appointment or from the date of the last salary adjustment, if other than a temporary reduction in pay for disciplinary reasons, a demotion or an across-the-board ordinance increase, an increase resulting from an authorized incentive program,

or an upgrade of the classification concurrent with adoption of the ordinance. Absence from service as a result of any authorized paid leave, suspensions, military leave, or family/medical leave will not interrupt continuous service. Absence from service for any other cause shall result in breaking continuity of service and establishment of a new anniversary date, except as otherwise provided in this ordinance. The Chief Medical Examiner may authorize different anniversary dates for an employee or groups of employees.

(c) The Chief Medical Examiner may evaluate the performance of an employee whose salary is established in Section 2(a) of this ordinance for the purpose of a salary adjustment only at intervals as described above except in the case of:

(1) Exceptional performance of duties:

With the prior approval of the Chief Medical Examiner may advance the salary of an employee who demonstrates exceptional performance of duties after serving twenty-six (26) weeks of employment at the same rate in the salary range by not more than ten percent (10 percent); this may be in addition to any merit increase received.

(2) Substandard performance of duties:

The Chief Medical Examiner may reduce the salary of an employee whose level of performance is significantly diminished and no longer warrants payment at the current rate within the range as provided in the City's Service Rating Manual; providing the employee's salary is above the minimum of the range, established in Section 2(a) and allocated to Overtime Code 3.

The granting of any such increase or decrease in salary shall be made at the beginning of a payroll period, as determined by the Chief Medical Examiner, following approval of such salary action.

1 **(d)** The Chief Medical Examiner may approve adjustments to correct or mitigate serious and
2 demonstrable internal pay inequities. Salary adjustments under this provision shall preclude
3 adjustments to compensate or reward employees for long-term or meritorious service.

4 **(e)** The pay of any employee may be decreased as a disciplinary action by the Chief Medical
5 Examiner to a lower rate. Any such decrease shall be made in accordance with the established
6 disciplinary procedures. The decrease shall not be greater than fifteen percent (15%) of the current
7 salary rate. The decrease may be below the minimum of the pay range for the class. The
8 appointing authority may determine the pay decrease shall be effective for a specific number of
9 bi-weekly pay periods provided, however, that such decrease shall not be effective for more than
10 thirteen (13) bi-weekly pay periods.

11 **(f)** An employee who is temporarily promoted shall be eligible for within range salary
12 adjustments under provisions of this Section 7.

13 **(g)** The Chief Medical Examiner may approve a within range salary adjustment or other
14 incentives to retain employees in positions that are difficult to fill, or because of their unique
15 requirements. Said adjustment may only be granted once during a twenty-six (26) week period.

16 **SECTION 8. INCOME SOURCES**

17 Any salary paid to an employee in the Medical Examiner's Office shall represent the total
18 remuneration for the employee, excepting reimbursements for official travel and other payments
19 specifically authorized by ordinance. No employee shall receive remuneration from the City in
20 addition to the salary authorized in this ordinance for services rendered by the employee in the
21 discharge of the employee's ordinary duties, of additional duties which may be imposed upon the
22 employee, or of duties which the employee may undertake or volunteer to perform.

1 Whenever an employee not on an approved paid leave works for a period less than the regularly
2 established number of hours a day, days a week or days bi-weekly, the amount paid shall be
3 proportionate to the hours in the employee's normal work week and the bi-weekly rate for the
4 employee's position. The payment of a separate salary for actual hours worked from two (2) or
5 more departments, divisions or other units of the City for duties performed for each of such
6 agencies is permissible if the total salary received from these agencies is not in excess of the
7 maximum rate of pay for the class.

8 **SECTION 9. CONVERSION**

9 **(a)** Pay schedules in Sections 2(a) in **Ordinance 71746** shall continue in effect until the
10 beginning of the first bi-weekly pay period starting after the effective date of this ordinance, and
11 the rates to be paid to employees in positions of any classes for which a rate is established or
12 changed in Section 2(a) of this ordinance shall become effective and be adjusted (if necessary) as
13 follows:

14 The salary of each employee whose pay range is established in Section 2(a) of this
15 ordinance whose class has been allocated to a higher pay grade in the appropriate pay schedule as
16 determined by the Chief Medical Examiner shall have their current salary increased to a rate,
17 rounded to the nearest whole dollar, which is not less than but is closest to a rate which is five
18 percent (5 percent) higher than the rate received immediately prior to promotion, but not less than
19 the minimum of the pay range, whichever is the greater.

20 **(b)** No employee shall be reduced in salary by reason of the adoption of the new pay schedules
21 in this ordinance.

1 (c) The salary of an employee serving in a trainee position, which remains above the new
2 trainee rate for his/her position, shall remain unchanged.

3 (d) The Chief Medical Examiner may establish a special conversion procedure for a class or
4 position in the event that the Director determines that a serious inequity would be created by the
5 application of the conversion procedures established in this Section 9.

6 (e) All full-time employees whose salary is established in Section 2(a) – General and
7 Management Pay Schedules whose bi-weekly rate is within the range of pay or above the
8 maximum of the range of pay shall have their bi-weekly rate increased by three percent (3 percent)
9 effective beginning with the start of the bi-weekly pay period following the effective date of this
10 ordinance.

11 (f) The Chief Medical Examiner shall establish such procedures as needed to place this
12 ordinance in effect and interpret its provisions.

13 **SECTION 10. PAYMENT OF SALARIES**

14 All compensation for positions in the Medical Examiner’s Office shall be paid bi-weekly. The
15 Chief Medical Examiner and Comptroller shall establish the procedure for listing employees on
16 the various payrolls. The payment due each employee for service, except as otherwise provided,
17 shall be made not later than sixteen (16) days after the end of the bi-weekly pay period. In the
18 event that an employee is dismissed or has been employed for occasional or emergency work, the
19 Comptroller may immediately pay the employee upon termination of service without waiting for
20 the regular bi-weekly pay date of the Department, Division, Section, Office, Agency, Board or
21 Commission where the employee worked.

22 **SECTION 11. CHANGES TO CLASSIFICATION PLAN**

1 Whenever the Chief Medical Examiner finds it necessary to add a new class to the classification
2 plan, the Chief Medical Examiner shall allocate the class to an appropriate grade and schedule in
3 this ordinance and notify the Board of Aldermen of this action.

4 Whenever the Chief Medical Examiner finds it necessary to change the overtime code of an
5 existing class within the classification plan, the Chief Medical Examiner shall change the overtime
6 code and notify the Board of Aldermen of this action.

7 Whenever the Chief Medical Examiner finds it necessary to change the pay schedule of an existing
8 class within the classification plan, the Chief Medical Examiner shall allocate the class to the
9 appropriate schedule in this ordinance and notify the Board of Aldermen of this action.

10 The pay grade allocated to a class of position within the classification plan shall remain unchanged
11 for the duration of the existing compensation ordinance. Whenever the Chief Medical Examiner
12 considers it necessary to change the pay grade of an established class of position, such adjustment
13 can only be made concurrent with the adoption of a new compensation ordinance.
14 Recommendation for the allocation of a new pay grade shall be made by the Chief Medical
15 Examiner for final approval by the Board of Aldermen.

16 **SECTION 12. PAYROLL FORM**

17 The Chief Medical Examiner shall prescribe forms on which subordinate managers shall certify to
18 the fact that a vacancy exists in a lawfully created position and to the lawful appointment of a
19 person to fill the position. The Chief Medical Examiner shall indicate on these forms the proper
20 allocation of the position and the rate at which payment is to be made. When approved by the
21 Chief Medical Examiner and submitted to the Comptroller, these forms shall constitute
22 authorization for the initial placing of a person's name on the payroll. The Comptroller shall not

1 authorize any change in the rate of pay of an individual on the payroll unless approved by the Chief
2 Medical Examiner. The Comptroller shall provide the Chief Medical Examiner with a copy of
3 each payroll audited and found correct within twenty-one (21) days after audit and approval of the
4 payroll by the Comptroller's Office.

5 **SECTION 13. CERTIFICATION OF PAYROLL**

6 The Chief Medical Examiner shall certify on each payroll or a subsidiary document that each
7 person whose name appears on the payroll has been lawfully appointed at a salary provided by this
8 ordinance and that the employee has actually worked the time for which he/she will be paid, subject
9 to the provisions of this ordinance governing hours of work and leaves of absence in the Medical
10 Examiner's Office.

11 **SECTION 14. MINIMUM WORK HOURS**

12 The Chief Medical Examiner shall establish procedures to assure that the employees under his/her
13 supervision are actively engaged in the performance of the duties of their positions in accordance
14 with the provisions of this section.

15 Each manager/supervisor shall submit to the Chief Medical Examiner the work schedule
16 established for each position in the work unit. Work schedule reports shall be submitted upon
17 request of the Chief Medical Examiner or whenever the manager/supervisor proposes to change
18 the permanent work schedule of a position. The work schedule submitted by the
19 manager/supervisor shall constitute the normal work schedule for the position when approved by
20 the Chief Medical Examiner.

21 All employees in the Medical Examiner's Office shall be in attendance at their work in accordance
22 with schedules established under the provisions of this Section 14, subject to other provisions of

1 this ordinance with respect to hours, holidays, vacation, medical leave, furloughs, sick leave,
2 military leave, and leaves of absence with or without pay.

3 **(a)** Employees whose salaries are established in Section 2(a): Forty (40) hours shall constitute
4 the average minimum required weekly hours of service in an employment cycle under regular full-
5 time employment for all City employees paid on a bi-weekly basis and occupying positions in the
6 Medical Examiner's Office. The minimum daily and annual service required of such employees
7 shall be in proportion to the average minimum weekly hours established.

8 Each manager/supervisor shall so arrange the time for reporting for work, for luncheon
9 intermission, and for quitting work of the various employees under their jurisdiction.

10 **(b)** Management Employees: Managers for employees occupying full-time positions whose
11 salaries are established in Section 2(a) of this ordinance shall initiate procedures to see that such
12 employees are engaged in the performance of their duties on a full-time basis. Full-time
13 employment for any employee whose classification is denoted in the Management Schedule shall
14 be defined as an average of forty (40) hours per week of time devoted to the duties of the position
15 on an annual basis.

16 **SECTION 15. OVERTIME**

17 **(a)** The Chief Medical Examiner shall determine those positions in the Medical Examiner's
18 Office of the City of St. Louis which are exempt from overtime compensation and those positions
19 which are not exempt from overtime compensation. The overtime codes established for each class
20 in Section 1(a) of this ordinance shall be interpreted as follows:

21 OVERTIME CODE (OVTM):

1 1 These classes are primarily managerial in nature, but may also include some professional
2 or administrative classes that are ineligible for overtime pay under all but emergency conditions
3 as described in Section 15(d) of this ordinance.

4 2 These are supervisory, professional, and administrative classes that are exempt from
5 overtime compensation, but which the City compensates for overtime at the straight (1.0x) time
6 rate.

7 3 These are non-exempt classes that receive overtime compensation at the one and one-half
8 (1.5x) time rate.

9 Managers/Supervisors are prohibited from changing employee work schedules to avoid the
10 payment of overtime.

11 For purposes of determining overtime pay rates for non-exempt employees, the regular hourly rate
12 of pay shall be used.

13 Any employee in a class which has been allocated to Overtime Code 3 (non-exempt) in this
14 ordinance shall be compensated for overtime work in accordance with the provisions of this
15 section. Each manager/supervisor shall designate and submit to the Chief Medical Examiner the
16 official work week and schedule or work cycle for all non-exempt positions in the work unit. The
17 average number of scheduled hours in a bi-weekly pay period shall not be less than eighty (80) for
18 full-time employment.

19 Whenever an Overtime Code 3 employee whose pay matrix is in Section 2(a) works hours in
20 excess of the maximum established for an official work week or work cycle, usually forty (40)
21 hours in a work week such hours shall be paid at the one-and-one-half time (1.5x) rate. In addition

1 to the actual hours worked, vacation, and compensatory time only shall count as hours worked for
2 the purpose of determining eligibility for overtime compensation.

3 **(a)** Any employee in a class which has been allocated to Overtime Code 2 in Section 1(a) of
4 this ordinance shall be compensated for overtime by granting the employee pay or compensatory
5 time off at the straight (1.0x) time rate. Each appointing authority shall designate and submit to
6 the Chief Medical Examiner the official work week or work cycle, which is usually forty (40)
7 hours, for all exempt (Code 2) positions in the work unit. Whenever a full-time employee in an
8 exempt (Code 2) position is directed by management, with the approval of the appointing
9 authority, to work hours in excess of the maximum established for an official work week or work
10 cycle it shall be considered overtime. In addition to the actual hours worked, vacation, and
11 compensatory time only shall count as hours worked for the purpose of determining eligibility for
12 overtime compensation. Straight time (1.0x) overtime shall be compensated at the employee's
13 regular hourly rate of pay, or by granting the eligible employee compensatory time off at the rate
14 of one (1) hour for each hour of overtime worked. The average number of scheduled hours in a
15 bi-weekly pay period shall not be less than eighty (80) for full-time employment. The regular
16 hourly rate of pay for an exempt (Code 2) bi-weekly paid employee shall be determined by dividing
17 the employee's regular bi-weekly rate of pay by the average number of regularly scheduled hours
18 of work in a bi-weekly pay period.

19 **(b)** Part-time bi-weekly paid employees and employees paid on an hourly or per performance
20 basis shall be compensated for overtime work in accordance with the overtime provisions of this
21 section and with consideration for community practices in compensating similar employment.

1 **(c)** The Chief Medical Examiner may compensate Overtime Code 1 employees at the straight-
2 time (1.0x) rate, when both of the following conditions exist: 1) the Mayor of the City of St. Louis
3 declares an emergency due to serious and protracted conditions which threaten continuous City
4 Service, preservation of public peace, health, or safety, and 2) the Chief Medical Examiner directs
5 an employee or group of employees to work in excess of forty (40) hours per week. The
6 manager/supervisor shall maintain attendance records of the assignment(s) and submit such
7 records at the request of the Chief Medical Examiner.

8 **(d)** Employees who wish to use compensatory time earned in lieu of pay must make their
9 request in writing at least twenty-four (24) hours in advance of the day or days requested. The
10 manager/supervisor shall keep in mind the staffing needs of the department when granting time
11 off, but in any case, time off will not be unreasonably denied.

12 Pay shall be the regular method of compensation for recorded overtime hours of work for
13 employees in classes with Overtime Code 3. However, a manager/supervisor shall compensate a
14 non-exempt bi-weekly paid employee for overtime work by granting the employee compensatory
15 time off in lieu of pay only if the employee requests compensatory time, in writing.

16 Employees engaged in public safety, emergency response or seasonal activity as defined by the
17 Chief Medical Examiner may have a maximum balance of two hundred forty (240) hours of
18 compensatory time; except that Management Personnel shall only be allowed to accumulate up to
19 forty (40) hours of compensatory time. All other employees are allowed a maximum balance of
20 one hundred twenty (120) hours of compensatory time. These maximum balances of
21 compensatory time shall apply to employees working an average work week of forty (40) hours;
22 the maximum balance of compensatory time for employees whose average work week is more or

1 less than forty (40) hours shall be proportionate. No provision of this section establishing a
2 maximum balance of compensatory time shall serve to cancel any compensatory time due to an
3 employee or to deny an employee payment for recorded compensatory time earned in accordance
4 with the provisions of the compensation ordinance in effect at the time the compensatory time was
5 earned.

6 Each manager/supervisor shall establish procedures to assure that non-exempt employees are
7 promptly granted time off when such employees request to use their earned compensatory time.

8 A manager/supervisor may not deny non-exempt employees' requests for earned compensatory
9 time off except when such approval would create an extreme business hardship. When a
10 manager/supervisor determines that the work schedule of the organization will not permit the
11 granting of such time off, the manager/supervisor shall pay the employee in that same pay period
12 for all or a portion equivalent to the time requested of the employee's accrued compensatory time.
13 This provision requiring the prompt granting of requested time off applies only to compensatory
14 time that is earned as a result of the employee working overtime; it does not apply to compensatory
15 time earned as a result of an incentive program or bonus award program.

16 Compensatory time earned by exempt employees shall be granted to an employee at the discretion
17 of the manager/supervisor in one of the following ways: 1) on request of the employee; 2) on
18 termination of services with the City.

19 **(e)** Before an employee is transferred, promoted or demoted from a position under one
20 manager/supervisor to a position under another manager/supervisor or to another unit with a
21 different appropriation, all compensatory time shall be granted or paid. Upon the death of an

employee, the person or persons entitled by law to receive any compensation due to the employee shall be paid any amount due to the employee on the date of death.

(f) All sections shall keep daily attendance records of Medical Examiner Employees and shall submit periodic reports of: 1) unexcused absences and leaves; 2) reports of overtime earned, granted, and paid; or 3) the nonoccurrence of same to the Chief Medical Examiner in the form and on the dates specified as required or requested.

SECTION 16. HOLIDAYS

(a) Medical Examiner employees working full-time who are paid a bi-weekly rate shall be entitled to leave with pay, pay, or compensatory time off in lieu of pay or paid leave for regularly scheduled work on the following designated holidays:

<u>DATE</u>	<u>HOLIDAY</u>
January 1	New Year's Day
Third Monday in January	Rev. Martin Luther King Jr. Day
Third Monday in February	Presidents' Day
Last Monday in May	Memorial Day
June 19	Juneteenth
July 4	Independence Day
First Monday in September	Labor Day
November 11	Veterans' Day
Fourth Thursday in November	Thanksgiving Day
Day after Thanksgiving	Day after Thanksgiving
December 25	Christmas Day

1 In addition to the above enumerated designated holidays, full-time Medical Examiner employees
2 shall be entitled to leave with pay, pay, or compensatory time off in lieu of pay as established by
3 this Section 16 on any day or partial day the Mayor declares by proclamation the closing of City
4 offices.

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

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

19 **(b)** Each manager/supervisor shall determine the manner of granting holidays and shall report
20 his/her determination to the Chief Medical Examiner, if required by the Chief Medical Examiner.
21 When full-time employees, whose pay is established in Section 2(a) of this compensation
22 ordinance, are required to work on a holiday they shall be entitled to compensation for the holiday

1 and the hours actually worked. Compensation for the holiday shall be in an amount proportionate
2 to the 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 regularly
4 scheduled day off, the employee shall be entitled to have compensatory time added to his/her
5 balance in an amount proportionate to the number of hours regularly scheduled in a day or shift.

6 If an employee is docked from the payroll for one hour or more on the full scheduled workday
7 preceding a holiday, the full scheduled work day following a holiday, or on a scheduled holiday,
8 the employee shall not be compensated for the holiday.

9 The holiday compensation procedures established by this Section 16 shall apply to full-time
10 Medical Examiner employees paid a bi-weekly rate. Part-time bi-weekly rate employees shall be
11 compensated for holidays in proportion to the percentage of time they are regularly scheduled to
12 work. Employees paid on an hourly or per performance basis shall not be entitled to holiday
13 compensation, except as otherwise provided in this ordinance.

14 In the event that the holiday schedule established in this Section 16 is revised, employees who are
15 granted compensatory time in lieu of all holidays shall have their leave benefits adjusted
16 accordingly. The Chief Medical Examiner may establish additional or alternate holiday leave
17 policies for employees occupying public safety positions which qualify for the special overtime
18 pay provisions under Federal law or for employees with official work schedules authorized by the
19 Chief Medical Examiner which exceed the normal forty (40) hour weekly work schedule.
20 Procedures developed in compliance with this Section 16 shall be designed to treat employees in
21 the same manner who work substantially equivalent work schedules.

22 **SECTION 17. VACATION**

Vacation leave with pay shall be granted to employees paid a bi-weekly rate in permanent competitive positions working fifty percent (50 percent) time or more. The Chief Medical Examiner may establish additional guidelines and policies to govern the administration of vacation leave benefits in the Medical Examiner's Office.

(a) Vacation hours shall be granted to employees whose pay is established in Section 2(a), with appointment date before April 23, 1989.

PAY ESTABLISHED

IN SECTION

2(a)

Length of	Bi-Weekly	Annual
<u>Cumulative Service</u>	<u>Accrual Rates</u>	<u>Equivalent</u>
1 but less than 5 years	5	130
5 but less than 10 years	6	156
10 but less than 15 years	7	182
15 but less than 20 years	8	208
20 or more years	9	234

Employees employed before July 18, 2010 whose pay is established in Section 2(a) of this ordinance completing five (5) years of cumulative service, ten (10) years of cumulative service, fifteen (15) years of cumulative service, or twenty (20) years of cumulative service shall have forty (40) hours of vacation added to their existing balance,

(b) Vacation hours shall be granted to employees whose pay is established in Section 2(a) with appointment date on or after April 23, 1989.

1 PAY ESTABLISHED

2 IN SECTION

3 2(a)

4	Length of	Bi-Weekly	Annual
5	<u>Cumulative Service</u>	<u>Accrual Rates</u>	<u>Equivalent</u>
6	1 but less than 5 years	3	78
7	5 but less than 10 years	5	130
8	10 but less than 15 years	6	156
9	15 but less than 20 years	7	182
10	20 or more years	8	208

11 Employees employed before July 18, 2010 whose pay is established in Section 2(a) of this
12 ordinance completing five (5) years of cumulative service, ten (10) years of cumulative service,
13 fifteen (15) years of cumulative service, or twenty (20) years of cumulative service shall have forty
14 (40) hours of vacation added to their existing balance.

15 (c) Employees employed on or after July 18, 2010 will not have the 40 hours added to their
16 vacation balance upon completion of five (5) years of cumulative service, ten (10) years of
17 cumulative service, fifteen (15) years of cumulative service, or twenty (20) years of cumulative
18 service.

19 (d) All references in this ordinance, except as otherwise noted, to accrual rates, additions to,
20 and accrual maximums for vacation are for employees working a scheduled work week of forty
21 (40) hours. Vacation rates, additions and maximums shall be computed on a proportionate basis
22 for employees whose average work week is more or less than forty (40) hours. When an eligible

employee's scheduled work week is changed, the employee's rate of accrual shall be changed proportionately. All references in this ordinance to cumulative service for vacation shall mean cumulative service without a break in service of more than one year, except as provided otherwise in this ordinance. No employee who works less than fifty percent (50 percent) time or who is serving in a limited-term position shall be eligible to accrue vacation.

(e) (1) The maximum vacation balance for those working an average work week of forty (40) hours shall be six hundred (600) hours. Vacation accrual maximums, for those working more or less than forty (40) hours per week, but at least fifty percent (50 percent) time, shall be established in accordance with Section 17 of this ordinance.

(2) When an employee's full-time average work week is changed, the maximum vacation balance shall be changed proportionately. In addition, the employee shall have his/her current vacation balance adjusted so that the vacation shall maintain the same position relative to the new maximum balance as existed with the employee's previous maximum balance. Accrual of vacation shall cease when an employee accumulates the maximum vacation balance established for the assigned work schedule and shall not resume until the vacation balance is less than the maximum amount.

(f) Accrual of vacation shall begin and be credited upon the first bi-weekly pay period and each pay period thereafter but employees must complete the entire pay period to accrue the vacation leave at the end of said pay period:

(1) of appointment;

(2) of return to duty from leave of absence;

(3) of restoration to employment of one-half (50 percent) time or more.

Vacation leave shall be granted in whole hour units. On termination of service, any fractional hour shall be made whole. The accrual of vacation leave shall cease at the employee's last day at work or beginning of terminal leave.

(g) Managers/supervisors shall be responsible for establishing all vacation leave schedules, but may not discipline employees by imposing unusual vacation schedules. Vacation shall be granted to the employee at the discretion of the manager/supervisor as provided by this ordinance in one of the following ways:

(1) When the employee requests vacation leave in accordance with departmental policies.

(2) When directed to take paid time off by the manager/supervisor.

(3) When an employee is terminated or resigns from the Medical Examiner's Office.

(4) When an employee whose salary is established in Sections 2(a) reaches the established maximum accrual and would cease accruing vacation, the employee may notify the manager/supervisor in writing of his/her intention to schedule vacation. Such notice shall be at least seven (7) days prior to the first work day the employee intends to take off. If the manager/supervisor fails to establish a different vacation schedule, the employee may, at will and without assuming liability for disciplinary action, take the paid leave, which was proposed in writing.

(5) All employees may request payment from the appointing authority for forty (40) hours of vacation accrual in lieu of scheduling paid leave provided that the full vacation allowance for that year is not exceeded. This may be done a maximum of once in each calendar year. Management employees may request payment from the appointing authority for up to an additional forty (40) hours of their vacation accrual balances in lieu of scheduling paid leave if their schedules do not

1 permit them to be absent from work. These requests are subject to the prior approval of the Chief
2 Medical Examiner.

3 **(h)** During the first twelve (12) months of employment, unless stated otherwise in this
4 ordinance, accrued vacation may be granted to an employee provided that the employee has
5 completed six (6) months of continuous service. When the service of an employee is terminated
6 after twelve (12) months of continuous service, any accumulated vacation that is due the employee
7 shall be paid. When employment is terminated before completing twelve (12) months of
8 continuous service, any previously advanced vacation leave shall be deducted from the employee's
9 final pay.

10 **(i)** Employees who separate from the Medical Examiner's Office and who return to the
11 Medical Examiner's Office within twenty-four (24) months of the separation, will be given credit
12 for prior continuous service in determining the vacation accrual rate in accordance with Section
13 17(a) or 17(b) of this ordinance and based on the date of the employee's original appointment.

14 **(j)** Employees who move to the Medical Examiner's Office from a non-Medical Examiner's
15 Office shall be given credit for the years of service in the non-Medical Examiner's Office in
16 determining the vacation accrual rate in accordance with Section 17(a) or 17(b) of this ordinance
17 and based on the date of the employee's original appointment.

18 **(k)** Employees who return to work from a "reemployment from layoff" eligible list shall be
19 eligible to use vacation as soon as it is accrued unless stated otherwise in this ordinance provided
20 the employee has completed six (6) months of continuous service prior to the layoff and with
21 approval of the manager/supervisor. An employee who has completed less than six (6) months of

continuous service will be required to complete the remaining portion of the six (6) months period before being eligible to use vacation.

Any such reemployed worker shall be given credit for prior continuous service in determining the employee's vacation accrual rate in accordance with the schedule established in Section 17(a) or 17(b) of this ordinance and based on the employee's original appointment.

(l) Managers/supervisors shall be responsible for the management of their vacation schedules so as to most effectively administer their organizations and fulfill the desire of employees in the establishment of leave schedules.

(m) Accrued vacation shall be carried with an employee when transferred, promoted, or demoted from a position under one appointing authority to a position under another appointing authority without a break in service or change in method of pay. Upon the death of an employee, the person or persons entitled by law to receive any compensation due the employee shall be paid the amount due the employee for accrued vacation.

(n) With the approval of the Chief Medical Examiner, a retiring employee may be paid on the payroll for accrued vacation in the month prior to retirement without inclusion in the employee's final average compensation. The Chief Medical Examiner may pay previously accrued vacation off in a lump sum to an employee whose service with the City Medical Examiner's Office has terminated. Such payment shall be made on the employee's last regular paycheck. The lump sum payment shall include compensation for any holidays occurring during the employee's terminal vacation leave period as if employee's vacation had been run out on payroll.

(o) Employees occupying excepted positions in the Medical Examiner's Office shall be granted vacation at the discretion of the Chief Medical Examiner. An employee whose term in an

1 excepted position ends and who is then appointed to a permanent competitive position working
2 fifty percent (50 percent) time or more shall become eligible to accrue vacation leave with pay
3 upon appointment to the competitive position. Length of cumulative service for the purpose of
4 determining rate of vacation leave accrual shall be based on the employee's original date of
5 appointment to the excepted position, providing there was no break in service between expiration
6 of the excepted position and appointment to the permanent competitive position. The date of
7 appointment to the permanent competitive position shall be used to determine the appropriate rate
8 of vacation accrual for the corresponding length of cumulative service in accordance with the
9 schedule established in Section 17(b).

10 **(p)** Managers/supervisors shall report leave with pay for vacation and such other authorized
11 absences as the Chief Medical Examiner shall designate in such form and at such time as the Chief
12 Medical Examiner may require.

13 **SECTION 18. SICK LEAVE**

14 **(a)** Employees ceased accruing sick leave beginning July 18, 2010. Thereafter, an employee
15 may choose to use his/her sick leave in accordance with regulations established by the Chief
16 Medical Examiner.

17 **(b)** An active employee who is a member of the Employees Retirement System of the City of
18 St. Louis, and who applies for retirement and immediately retires from active service, shall receive
19 payment for his/her sick leave balance less any sick leave credited or paid to a member or used in
20 the calculation of retirement benefits under this or any other ordinance(s). If the Employees
21 Retirement System provides for sick leave to be credited or paid to a member or used in the
22 calculation of retirement benefits, this payment shall be limited to a maximum of fifty percent (50

percent) of the value of the employee's sick leave balance. If the Employees Retirement System of the City of St. Louis provides for sick leave to be credited or paid to a member or used in the calculation of retirement benefits, this payment shall be fifty percent (50 percent) of the value of the employee's sick leave balance at time of retirement.

(c) If a member of the Employees Retirement System of the City of St. Louis who had been otherwise eligible for Normal or Early Service Retirement dies his/her estate may receive payment based on the calculation above on the employee's sick leave balance, if any. Payment shall be made in accordance with the procedures established by the Chief Medical Examiner.

(d) An employee who is reemployed from an authorized layoff shall have his/her prior sick leave balance if any restored, provided this balance has not be used in the determination of pension benefits paid to the retiree.

SECTION 19. MEDICAL LEAVE

(a) Medical leave with pay shall be granted to bi-weekly rate employees in permanent competitive positions working fifty percent (50 percent) time or more in accordance with regulations and procedures established by the Chief Medical Examiner.

(1) All employees, unless otherwise stated in this ordinance, shall accrue three (3) hours of medical leave for each bi-weekly pay period of employment but must complete the entire pay period to accrue the medical leave at the end of said pay period. This accrual rate is established for employees working an average work week of forty (40) hours. Medical leave shall be computed on a proportionate basis for employees whose average work week is more or less than forty (40) hours. An eligible employee may be granted paid medical leave by his/her appointing authority after completing twenty-six (26) weeks of continuous service.

1 **(b)** The Chief Medical Examiner may establish a system of cash awards, paid time off or other
2 incentives to reward employees for perfect and near perfect attendance.

3 **(c)** An appointing authority shall remove an employee from the payroll for unexcused absence
4 in accordance with regulations and procedures established by the Chief Medical Examiner. When
5 an employee is docked from the payroll under the provisions of this section, the amount deducted
6 from his/her regular bi-weekly rate of pay shall be one times (1.0x) the regular hourly rate as
7 defined in this ordinance for each hour of unexcused absence. If an employee is docked from the
8 payroll for one (1) hour or more in a bi-weekly pay period, he/she will cease to accrue medical
9 leave for the pay period.

10 **(d)** If management decides to send their employees or a group of employees' home due to
11 inclement weather, they will not lose their medical leave accrual for that pay period.

12 **(e)** All leave with or without pay for illness, injury, or physical inability to perform assigned
13 duties shall be recorded on the payroll or a subsidiary document in the manner established by the
14 Chief Medical Examiner. Compensation for periods of absence from work when an employee
15 sustains an injury by accident on the job shall be governed by the provisions of Section 25
16 (Workers' Compensation and Disability Leave) of this ordinance.

17 **(f)** An employee who is reemployed from an authorized layoff shall have his/her prior medical
18 leave balance and sick leave balance restored if any, provided any sick leave balance has not been
19 credited to the employee's length of service in determining pension benefits paid to the retiree. An
20 employee who is reemployed from an authorized layoff and who has a medical and/or sick leave
21 balance and who completed twenty-six (26) weeks of continuous employment prior to the layoff
22 may take approved medical and/or sick leave upon reemployment.

(g) Each manager/supervisor shall institute procedures, in accordance with regulations established by the Chief Medical Examiner that will discourage the improper use of medical leave with pay. When an employee is removed from the payroll for absence not approved by the appointing authority, the employee shall be notified promptly in writing.

(h) Employees shall not receive payment for any medical leave balance and it shall not be used in the calculation of retirement benefits or payments under this ordinance or any other ordinance.

SECTION 20. MILITARY LEAVE

The City of St. Louis will follow all applicable state and federal laws on the granting of military leave and reemployment rights.

Each employee is required to give advance notice (at least 30 days prior to departure when feasible), preferably in writing, of service obligation or intention to perform services in the uniformed services, unless such notice is prevented by military necessity, as determined by a designated authority, or impossible or unreasonable under all of the circumstances.

Upon the expiration of military leave of absence, the employee shall be reinstated to the class of position he/she occupied at the time the leave was granted without breaking continuity of service.

Failure of an employee to report for duty within the time pursuant to state or federal law shall be just cause for dismissal. The employee's accumulated leave balance(s) shall be restored to the employee upon his/her return.

SECTION 21. EDUCATION REIMBURSEMENT

A manager/supervisor may, with the prior approval of the Chief Medical Examiner, authorize salary payments, payments of tuition expenses, fees, books and related material in whole or in part to employees to permit them to attend school, visit other governmental agencies or in any approved

manner to devote themselves to improvement of knowledge or skills required in the performance of the duties of their position.

The Department of Personnel may reimburse, in whole or in part, expenses incurred by employees in the pursuit of improvement of the knowledge and skills required in the performance of their positions or in higher positions, when funds have been budgeted therefore.

A manager/supervisor, with the approval of the Chief Medical Examiner, may establish a program to reimburse, in whole or in part, expenses incurred by employees in the pursuit of improvement of the knowledge and skills required in the performance of the duties of their positions or to improve their professional, technical or managerial knowledge or skill.

SECTION 22. LEAVES OF ABSENCE AND FAMILY/MEDICAL LEAVE

An employee may request a leave of absence, or a manager/supervisor may request a leave of absence for an employee, for any reason under the City's general leave policy, or a "Family/Medical Leave of Absence" for certain qualifying reasons under provisions of "The Family and Medical Leave Act of 1993" as provided in this ordinance and under additional provisions and regulations as determined by the Chief Medical Examiner.

(a) A manager/supervisor, with the approval of the Chief Medical Examiner, may grant an employee in the Medical Examiner's Office a general leave of absence without pay for a period of one year, which may be extended, with the prior approval of the Chief Medical Examiner. Upon the expiration of such leave of absence, the employee shall be reinstated to the competitive position he/she occupied at the time the leave was granted provided the position is still in existence and he/she is able to perform the duties of the position. The employee shall be reinstated to the competitive position at the same relative rate in the salary range the employee occupied at the time

1 the leave was initiated. Failure of an employee to report for duty promptly at the expiration of the
2 leave shall be just cause for dismissal. If necessary to the efficient conduct of the business of the
3 City, an employee on leave other than military leave or qualifying family/medical leave may be
4 notified by the appointing authority, with the approval of the Chief Medical Examiner, to return
5 prior to the expiration of such leave. Failure of the employee to return within ten (10) calendar
6 days after receipt of such notice shall terminate his/her leave of absence and be just cause for
7 dismissal, subject to any applicable federal, state or local regulations.

8 **(b)** The City of St. Louis will follow all applicable state and federal laws on the granting of
9 family/medical leave. The City of St. Louis will provide up to six (6) weeks of paid family/medical
10 leave, in accordance with the City's "Family/Medical Leave Policy."

11 The Chief Medical Examiner shall establish additional rules, guidelines and procedures for the
12 effective administration of the City's "Family/Medical Leave Policy." The policy shall comply
13 with all provisions of the "Family/Medical Leave Act of 1993" and any amendments thereafter.

14 Employees must take all of their accrued time (sick leave, medical leave, vacation leave) prior to
15 being placed on leave without pay status for approved Family and Medical Leave, except
16 employees can keep one (1) week of vacation hours (if they have accrued one (1) week of vacation
17 and are eligible to take them). Employees will be allowed to use all their compensatory time, if
18 requested by employee.

19 **(c)** Any employee in the Medical Examiner's Office who is appointed to a position in the
20 Medical Examiner's Office shall be granted an in-service leave without pay from the position
21 during the term to which he/she is appointed to the position. Such leave shall be for the term of
22 the appointment to the position and until his/her successor qualifies. Upon the expiration of the

1 appointment to the position, the employee shall be reinstated to the position he/she occupied
2 immediately prior to the in-service leave. The employee shall be reinstated to the position as under
3 a temporary promotion pursuant to Section 6(a)(2) of this ordinance. Employees who are returned
4 to a position shall retain any vacation, compensatory time, sick leave, or medical leave balance in
5 effect at the time of granting of the leave of absence for appointment to the position. Employees
6 shall be given credit for time spent in an appointment in computing eligibility for additional
7 vacation leave accrual.

8 **(d)** In the event that emergency conditions occur which require the closing of City-operated
9 facilities or the temporary cessation of functions carried out by classified employees, the Mayor
10 of the City of St. Louis may declare an emergency and require an employee or group of employees
11 to take leaves of absence with or without pay while such emergency conditions exist. In the event
12 that the Mayor requires that the leave of absence be without pay, an employee with vacation or
13 accrued compensatory time may elect to take the accrued time off with pay in lieu of all or a part
14 of such non-paid leave of absence. Such non-paid leave of absence shall not interrupt continuity
15 of service for vacation accrual. An emergency leave of absence declared by the Mayor shall not
16 exceed ninety (90) days.

17 **(e)** Employees who are granted general leaves of absence and other non-paid leaves of
18 absence, except military leave, must take all accrued vacation at the start of the leave of absence.
19 Employees who are granted or placed on a non-paid leave of absence will not accrue vacation and
20 medical leave during the period of non-paid leave. Upon the expiration of such leaves of absence,
21 the employee shall follow the procedures as established in this Section 22 and any other applicable
22 regulations and procedures as established by the Chief Medical Examiner.

1 **(f)** A manager/supervisor, with the prior approval of the Chief Medical Examiner, may put an
2 employee on a forced leave of absence with or without pay pending the outcome of an investigation
3 or of a pending disciplinary action against the employee. Employees being placed on forced leave
4 may elect to be placed on either vacation leave or compensatory time.

5 **(g)** In the event that a fiscal crisis occurs in the City of St. Louis, employees may request
6 voluntary furloughs. The Chief Medical Examiner may issue regulations to govern the furlough
7 program.

8 **SECTION 23. INSURANCE BENEFITS**

9 The City of St. Louis is hereby authorized to devise and establish by contract or otherwise plans
10 for life, health, medical, disability, and other insurance coverage deemed necessary for employees
11 in the Medical Examiner's Office and other employees for the City and their dependents. The
12 Department of Personnel shall develop and administer programs to provide for such coverage. The
13 Director of Personnel shall confer with the Board of Estimate and Apportionment by February 1st
14 of each year regarding coverage plans and the appropriate funding level. The Director shall then
15 be charged with the responsibility of establishing the applicable funding level and remittance rates
16 for the aforementioned plans and certify same to the Comptroller and Budget Director by March
17 1st of each year. The Director of Personnel may amend said rates as needed.

18 **SECTION 24. DEATH BENEFIT**

19 In the event any employee of the City whose pay is established by this ordinance dies as a result
20 of injuries arising out of and in the course of his/her employment by the City, the City shall pay
21 compensation in accordance with the Missouri Workers' Compensation Law. The Chief Medical
22 Examiner and the City Counselor shall establish procedures for making the payments required by

1 the Missouri Workers' Compensation Law. The Comptroller shall designate the fund or
2 appropriation out of which such payment shall be made. Such compensation shall be in addition
3 to any life insurance benefits paid for by the City or by the employee which is available to the
4 employee's beneficiaries and also in addition to any benefit provided by the Employees Retirement
5 System of the City of St. Louis.

6 **SECTION 25. WORKERS' COMPENSATION AND DISABILITY LEAVE**

7 **(a)** Any employee in the Medical Examiner's Office whose class title and grade are established
8 in Section 1(a) and denoted by the suffix "G," or "M" of this ordinance, including employees who
9 are compensated on a per performance or unit of work basis, who shall suffer personal injury by
10 accident or occupational disease arising out of and in the regular course of employment while
11 engaged in or about the premises where an employee's duties are being performed or where an
12 employee's presence is required as part of his/her employment, shall promptly report such injury
13 by accident or occupational disease to his/her immediate supervisor. The supervisor shall in turn
14 report, through the manager/supervisor, all facts concerning the incident to the City Counselor and
15 the Chief Medical Examiner. The manager/supervisor shall promptly provide such written
16 information and recommendations as may be requested by the City Counselor to aid in making the
17 determination of the period of disability.

18 The employee who suffers a personal injury as described in part (a) of this section, and which
19 results in temporary disability, may elect to use sick or medical leave for the first three (3) days of
20 temporary disability. Thereafter, the employee will be compensated at the rate mandated by the
21 Missouri Workers' Compensation Law. If the period of disability extends fourteen (14) calendar
22 days or more, the three (3) days of sick or medical leave used during the first three (3) days of

1 disability will be restored to the employee's sick or medical leave balance. The City Counselor
2 shall determine the actual amount of compensation and length of time during which payments are
3 made for such temporary disability in accordance with the Missouri Workers' Compensation Law.

4 **(b)** The City Counselor, the Chief Medical Examiner, or the manager/supervisor may require
5 an employee to undergo a physical examination and medical or surgical treatment at the expense
6 of the City to diagnose and treat injuries or illnesses arising out of employment.

7 **(c)** The City Counselor and the Comptroller shall establish procedures for paying
8 compensation to employees or former employees who are permanently disabled and due
9 compensation under the Missouri Workers' Compensation Law. The Comptroller shall designate
10 the fund or appropriation out of which such payment shall be made.

11 **(d)** The City Counselor and the Chief Medical Examiner shall be responsible for the
12 administration of the provisions of this Section and shall establish and publish procedural
13 regulations for the administration of the program. Each manager/supervisor shall establish
14 procedures to comply with the provisions of this section and established regulations.

15 **SECTION 26. JURY AND WITNESS LEAVE**

16 **(a)** Jury leave with pay shall be granted to bi-weekly rate employees working fifty percent (50
17 percent) time or more for such time when such employees are serving as jurors pursuant to order
18 of the St. Louis Circuit Court or United States District Court in St. Louis. Any bi-weekly rate
19 employee, when so summoned for jury service, shall report such fact within seventy-two (72)
20 hours to his/her manager/supervisor and display to the manager/supervisor the summons which
21 the employee has received and shall give the manager/supervisor in writing the date and the time
22 of such jury service. No bi-weekly rate employee shall receive any compensation from the Jury

Commissioner or the United States District Court system for jury service for days the employee receives compensation from the City. A bi-weekly rate employee may keep the jury stipend for days when the employee receives no compensation from the City (off days, docks, leaves, etc.). Upon being discharged from serving as a juror by the Court or Jury Commissioner, the employee shall forthwith report to his/her manager/supervisor if discharged during their normally scheduled work hours and shall submit to his/her manager/supervisor a written statement from the Jury Commissioner certifying that the employee has served as a juror and the time and date so served. The manager/supervisor shall, upon receipt of the statement of jury service, credit the employee with paid jury leave for such service.

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

SECTION 27. DEFERRED COMPENSATION

1 **(a)** Authority is hereby granted for the establishment of a deferred compensation plan for the
2 City of St. Louis.

3 **(b)** In accordance with the regulations applicable to the plan, as set out herein, the Comptroller
4 is authorized to enter into an agreement with eligible participants, whereby said participants may
5 designate a portion of their future earnings to be deducted by the City and placed in a fund to be
6 designated "City of St. Louis Deferred Compensation Plan Fund" for the purpose of providing tax
7 deferred benefits to the participants upon retirement.

8 **(c)** The Board of Estimate and Apportionment is hereby authorized to establish or select a
9 specific plan or plans in accordance with the requirements set out in this ordinance. In establishing
10 the plan, the Board of Estimate and Apportionment may elect to retain outside parties to provide
11 administrative and/or investment services after following competitive bidding procedures. The
12 Board of Estimate and Apportionment is authorized, after analyzing the various competitive bids
13 submitted in accordance with the requirements of this ordinance, to select the plan or plans it
14 determines to meet the requirements established as a part of the competitive bidding procedures
15 and to be in the best interest of the participants. No investment plan shall be considered unless
16 offered by a duly licensed resident agent representing a company duly licensed and authorized by
17 the State of Missouri and other applicable federal regulatory agencies to offer such insurance or
18 investment programs.

19 In the event Federal or State legislation is changed in a manner affecting and/or relating to any of
20 the aforementioned Deferred Compensation provisions contained in this Section, the Board of
21 Estimate and Apportionment of the City of St. Louis may amend the deferred compensation plan

1 accordingly and may execute any and all documents necessary to achieve and effectuate the
2 recommended changes.

3 **SECTION 28. RETIREMENT**

4 The following provisions shall apply to the Employees Retirement System:

5 **(a)** "Final Average Compensation" is equal to one-half of the sum of (1) and (2) below:

6 (1) The annual compensation received by a member for the two (2) consecutive years of
7 creditable service in which the highest compensation was received preceding the termination of
8 his/her employment, and

9 (2) The balance of a member's sick leave pay on the date of retirement less sick leave hours
10 paid to the member upon termination of his/her employment and less sick leave hours considered
11 as creditable service for the purpose of determining eligibility for retirement benefits, except that
12 said balance cannot exceed twenty-five percent (25 percent) of a member's total sick leave on the
13 date of retirement.

14 **(b)** If a member has less than two (2) consecutive years of creditable service his/her final
15 average compensation shall be equal to the sum of (1) and (2) below, divided by (3) below and
16 then multiplied by (4) below:

17 (1) The sum of monthly compensation received by the member for each consecutive month of
18 creditable service immediately preceding the termination of his/her employment, and

19 (2) The balance of a member's sick leave pay on the date of retirement less sick leave hours
20 paid to the member upon termination of his/her employment and less sick leave hours considered
21 as creditable service for the purpose of determining eligibility for retirement benefits, except that

1 said balance cannot exceed twenty-five percent (25 percent) of a member's total sick leave on the
2 date of retirement.

3 (3) The number of consecutive months of creditable service immediately preceding the
4 termination of his/her employment, and

5 (4) Twelve (12).

6 The years of creditable service of a member shall be the number of years and completed months
7 of service during which he/she receives compensation from the first day of the calendar month
8 following the date of the beginning of each employment with an employer until his/her
9 employment is terminated, subject to the provisions of this section. The years of creditable service
10 of an employee hired after the operative date who had attained the age of sixty (60) years at initial
11 employment shall be the number of years and completed months of service during which he/she
12 receives compensation from October 1, 1988, and hereafter, from the first day on or after October
13 1, 1988, of the beginning of each employment with an employer until his/her employment is
14 terminated. No creditable service shall be granted for any period of employment before October
15 1, 1988, after the calendar month in which the member attains age seventy (70). No creditable
16 service for prior employment shall be granted an employee who becomes a member after April 1,
17 1960, unless he/she was employed by an employer on April 1, 1960.

18 A member's sick leave balance at time of retirement less the sum of (a), (b) and (c) below shall be
19 considered as additional creditable service for calculation of retirement benefits under any
20 provision of this ordinance:

21 (a) Sick leave hours considered as creditable service for the purpose of determining eligibility
22 for retirement benefits, and

- (b) Sick leave hours paid to the member upon termination of his/her employment, and
- (c) Sick leave hours used in determining final average compensation.

SECTION 29. SEVERABILITY

The sections of this ordinance shall be severable. In the event that any section of this ordinance is found by a court of competent jurisdiction to be invalid, the remaining sections of this ordinance are valid, unless the court finds the valid sections of the ordinance are so essential and inseparably connected with and dependent upon the void section that it cannot be presumed that the Aldermen would have enacted the valid sections without the void ones, or unless the court finds that the valid sections standing alone are incomplete and are incapable of being executed in accordance with the legislative intent.

SECTION 30. REPEAL OF PREVIOUS ORDINANCES

Ordinance Number 71746 and all other ordinances or amendments, or parts thereof conflicting with the provisions of this ordinance are hereby repealed.

SECTION 31. EMERGENCY CLAUSE

This ordinance being deemed necessary for the immediate preservation of the public peace, health and safety is declared to be an emergency ordinance pursuant to Article IV, Section 19 and 20 of the City Charter.

INDEX TO COMPENSATION ORDINANCE

This index is for general reference purposes and may not reference all provisions of this ordinance. For complete scope refer to specific provisions of this ordinance.

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ORDINANCE 71746

BOARD BILL NUMBER 109 INTRODUCED BY ALDERWOMAN CARA SPENCER

An ordinance to regulate employer and employee working relationships between the City of St. Louis and all employees under the Medical Examiner's Office, including a compensation plan, terms and conditions of employment, benefits, leaves of absence, and authorization for a Deferred Compensation Plan; repealing **Ordinance Number 71510**; allocating certain other employees to a grade with rate; and including an emergency clause. The provisions of the Sections contained in this ordinance shall be effective with the start of the first pay period following approval by the Mayor.

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

SECTION ONE. Alphabetical List of Classes.

(a) Beginning with the effective date of this ordinance, the following positions in the Medical Examiner's Office with bi-weekly rates are hereby allocated as listed below in accordance with the classification plan by the Chief Medical Examiner to a grade and overtime code in the following section with rates established in Section 2 of this ordinance.

GRADE/					
TITLE	CODE	SCHEDULE	OVTM		
Administrative Assistant I	1621	13	G	3	
Administrative Assistant II	1622	14	M	1	
Administrative Assistant III	1623	15	M	1	
Administrative Secretary	1137	13	G	3	
Autopsy Technician I	5411	10	G	3	

1	Autopsy Technician II	5412	11	G	3
2	Autopsy Technician III	5413	12	G	3
3	Autopsy Technician Supervisor	5414	13	G	3
4	Custodian/Courier	3711	8	G	3
5	Executive Director for Operations	1736	23	M	1
6	Executive Secretary to the Chief Medical Examiner	1136	14	G	3
7	Forensic Office Administrator I	1621	19	M	3
8	Forensic Office Administrator II	1622	20	M	1
9	Forensic Office Administrator III	1623	22	M	1
10	Medical Transcriptionist	1122	12	G	3
11	Medicolegal Investigation Supervisor	2355	17	M	2
12	Medicolegal Investigator I	2351	13	G	3
13	Medicolegal Investigator II	2352	14	G	3
14	Medicolegal Investigator III	2353	16	G	3
15	Medicolegal Investigator IV	2354	17	G	3
16	Morgue Attendant	5410	8	G	33
17	Secretary	1132	10	G	3
18	X-ray Technician	5441	11	G	3
19	Intern – Level 1	9991	00	I	3
20	Intern – Level 3	9992	00	I	3
21	Intern – Level 3	9993	00	I	3
22	Intern – Level 4	9994	00	I	3

1	Intern – Level 5	9995	00	I	3
2	Intern – Level 6	9996	00	I	3

3 **SECTION TWO. Official Pay Schedule for Medical Examiner Grades.**

4 The Chief Medical Examiner recommends pay schedules for all pay grades denoted in
5 Section One (a) of the classification plan prepared and adopted by management. The official pay
6 schedules and their corresponding salary ranges as hereby adopted in this Section Two are as
7 follows:

8 (a) GENERAL AND MANAGEMENT PAY SCHEDULE:

9 (1) The following bi-weekly pay schedule for all pay grades denoted with the suffix
10 "G" or "M" shall become effective beginning with the bi-weekly pay period following the
11 effective date of this ordinance.

BI-WEEKLY RANGE OF PAY IN WHOLE DOLLARS

<u>GRADE</u>	<u>MINIMUM</u>	<u>MAXIMUM</u>
8	1246	1446
9	1236	1569
10	1246	1704
11	1240	1854
12	1308	2015
13	1442	2221
14	1653	2546
15	1894	2923
16	2173	3353

1	17	2494	3851
2	18	2860	4422
3	19	3285	5079
4	20	3772	5834
5	21	4070	6297
6	22	4391	6798
7	23	4739	7340

8

9 (b) **SHIFT DIFFERENTIAL:** Shift differential shall be paid for certain work assignments.
10 The Chief Medical Examiner shall determine the work assignments for which shift differential
11 will be paid. The assignment or removal of an employee from a work assignment having a shift
12 differential shall be determined by the appointing authority and will not constitute a promotion,
13 demotion, advancement or reduction in pay. The shift differential shall be added to the
14 employee's regular bi-weekly rate.

15 (1) In order for an employee in Section Two (a) to be eligible for shift differential
16 compensation, the employee must work a shift that requires the completion of four (4) hours of
17 work between the hours of 4:00 p.m. and 8:00 a.m. the following morning. Employees who are
18 assigned to work schedules that require them to rotate among three shifts (day, evening, night)
19 on a bi-monthly or more frequent basis shall be eligible for shift differential compensation for all
20 three shifts worked.

1 For employees whose pay range is established in Section Two (a) the shift differential
2 premium shall be one percent (1%) of the employee's regular base bi-weekly rate for each
3 eligible shift worked in a bi-weekly pay period.

4 An employee whose pay range is established in Section Two (a) shall receive shift
5 differential for working a portion of an eligible shift, providing the portion of the shift not
6 worked is charged to paid leave. Shift differential shall only be paid for whole hours worked; a
7 fraction of an hour shall not be counted toward the payment of the differential.

8 (2) Except as otherwise provided in this ordinance, shift differential shall not be paid
9 to employees compensated on an hourly or per performance basis, or bi-weekly paid employees
10 who work part-time. Neither shall shift differential be paid to full-time regular employees
11 docked for any portion of an eligible shift.

12 (c) WEEKEND DIFFERENTIAL: When employees whose pay range is established in
13 Section Two (a) work on a Saturday and/or a Sunday they shall be eligible for weekend
14 differential. This differential shall be one percent (1%) of an employee's base bi-weekly rate. An
15 employee shall receive weekend differential for working any portion of an eligible day. This
16 differential shall only be paid for whole hours worked, providing the portion of the day not
17 worked is charged to paid leave. Weekend differential shall not be paid to employees
18 compensated on an hourly or per performance basis or bi-weekly paid employees who work part-
19 time. Neither will the weekend differential be paid to full-time regular employees docked for
20 any portion of a day on which the differential would otherwise be paid.

21 (d) The Chief Medical Examiner may establish per performance rates of pay, hourly rates of
22 pay, or rates of pay for units of work and the conditions for making of any such payments. Such

1 per performance, hourly, or unit-of-work rates may be computed from the bi-weekly scales
2 established in this ordinance. Per performance, hourly, or unit-of-work rates shall be established
3 considering the nature of employment, community practices in compensating similar
4 employment, and the purpose of the program for which the rate is established. Employees paid
5 per performance, hourly, or unit-of-work rates of pay shall not be entitled to vacation, medical
6 leave or holiday leave with pay or other benefits accorded employees paid a bi-weekly rate
7 except that an appointing authority, with the prior approval of the Chief Medical Examiner, and
8 when sufficient funds have been appropriated for the fiscal year, may establish a modified level
9 or type of benefit program when the provision of such benefit is needed in order to attract and
10 retain sufficiently qualified employees to work in specific per performance, hourly, or unit-of-
11 work assignments.

12 The Chief Medical Examiner is not permitted to utilize per performance and hourly
13 employees as a method of replacing bi-weekly rate employees who would be entitled to
14 employee benefits. Therefore, per performance and hourly employees will be limited to work an
15 equivalent of ten (10) months of full-time employment (1,733 hours) per year.

16 (e) The Chief Medical Examiner may establish trainee rates of pay. Such trainee rates may
17 be established on an hourly, per performance or bi-weekly basis and shall be less than the rate
18 paid to a regular employee.

19 (f) The Chief Medical Examiner may establish rates and conditions under which
20 compensation may be granted for periods of time during which an employee is away from the
21 job site but restricted in his/her activities because of an assignment by the Chief Medical
22 Examiner to be available for a call to return to the work site to perform emergency duties. Pay

1 rates and conditions established under the provisions of this Section Two (l) may include
2 reasonable minimum pay guarantees for employees required to return to the work site to perform
3 emergency duties. The provisions of this Section Two (l) shall not be construed to restrict the
4 right of the Medical Examiner to establish call back procedures for employees as an established
5 condition of employment.

6 (g) The Chief Medical Examiner may authorize payment of special recruitment bonuses,
7 travel, moving and related expenses to recruit employees for positions when funds for this
8 purpose are appropriated to the Office of the Medical Examiner.

9 (h) The Chief Medical Examiner may approve the payment of hiring incentives to current
10 employees to recruit qualified personnel for positions that are difficult to fill. Hiring incentives
11 shall be in any amount up to twenty-five percent (25%) of the annual salary of the position for
12 which the recruitment is made.

13 (i) (1) The Chief Medical Examiner may establish cash awards or other incentives for an
14 employee or group of employees to recognize and reward increased productivity or
15 effectiveness. The incentives offered may include cash, paid time off, and such other reasonable
16 incentives as the Chief Medical Examiner may determine. Cash awards shall be made from the
17 personal services appropriation of the unit, the account from which the employee's salary is paid
18 or from a general appropriation for this purpose.

19 (2) The Chief Medical Examiner may establish a program of cash awards or other
20 incentives, not to exceed ten percent (10%) of annual salary, paid as an addition to pay, for the
21 purpose of providing additional compensation for employees who are fluent in a foreign
22 language and who use this skill in the necessary and regular recurring performance of the duties

1 of their position. Cash awards shall be made from the personal services appropriation of the unit,
2 the account from which the employee's salary is paid or from a general appropriation for this
3 purpose. Cash awards and incentives under this program shall be made in accordance with
4 guidelines established by the Chief Medical Examiner.

5 (3) Notwithstanding any other provision in this ordinance, the Chief Medical
6 Examiner is authorized to extend the maximum of the pay ranges by up to twenty-five percent
7 (25%) for the purpose of compensating positions which are extremely hard to fill.

8 (4) The Chief Medical Examiner may provide an Employee Suggestion Program,
9 which grants cash and other awards to recognize employee suggestions, which improve City
10 services, operations or facilities. Cash awards to employees for suggestions resulting in tangible
11 savings to the City shall not exceed ten percent (10%) of the annual tangible net savings. Cash
12 awards and payments for other awards shall be made from an appropriation for a suggestion
13 program or other appropriate account. Additionally, cash awards for suggestions shall be
14 granted as an addition to pay, which does not change an employee's bi-weekly rate. The
15 Employee Suggestion Program shall be administered in accordance with regulations established
16 by the Chief Medical Examiner. The Chief Medical Examiner may establish an authority to
17 evaluate suggestions and determine awards; the decisions of this authority shall be final.

18 (j) An employee who is appointed to a position requiring advanced technical skills or
19 professional qualifications may be paid at a higher rate than prescribed for the class in Section
20 Two of this ordinance on recommendation of the manager/supervisor with the prior approval of
21 the Chief Medical Examiner. Such advancement shall be made solely on the basis that the
22 employee possesses exceptional academic qualifications related to the duties of the position or

1 that the employee is registered or certified by an organization or board recognized by the Chief
2 Medical Examiner to be especially suited, considering the duties of the position, and when such
3 academic qualification, registration, or certification is not deemed a necessary qualification for
4 the class of position.

5 The Chief Medical Examiner may also establish other bonus, incentive, or reimbursement
6 programs to encourage current employees to attain registration, licensure, certification, or proof
7 of professional mastery when it is deemed to be in the best interest of the Medical Examiner's
8 Office, or when such credentials are clearly recognized as adding to the capability of individuals
9 in that area. Incentives, bonuses, or reimbursements awarded under such programs do not result
10 in an employee being ruled ineligible for bonuses or salary increases permitted under other
11 Sections of this pay ordinance.

12 (k) The Chief Medical Examiner may establish a program to reimburse, in whole or in part,
13 expenses incurred by employees for the purchase of uniform apparel required in the performance
14 of the duties of their positions, when funds have been budgeted therefore.

15 The Chief Medical Examiner may exercise the option to furnish such uniform as may be
16 required in the employee's performance of his/her duties.

17 The Chief Medical Examiner may establish regulations relating to employees' eligibility
18 for reimbursement for uniforms.

19 Further, when funds have been budgeted therefore, the Chief Medical Examiner may
20 authorize reimbursement to uniformed investigative or autopsy room employees of up to fifty
21 dollars (\$50) per incident for damage to personal property sustained while the employee was
22 directly engaged in performing assigned and/or authorized duties during a shift.

1 (l) (1) Contingency assignment differential will be paid for certain assignments when
2 immediate position coverage is needed for any unexpected reason (*e.g.* death, forced leave,
3 emergency illness, etc.) in a higher pay grade, and shall be granted at the onset of the
4 assignment, not to extend more than one pay period. The Chief Medical Examiner will
5 determine the assignments for which Contingency Assignment Differential will be paid. The
6 assignment of an employee to said assignment having a contingency assignment differential will
7 be determined by the Chief Medical Examiner and will not constitute a promotion or
8 advancement in pay. In addition, the removal of an employee from said assignment shall not
9 constitute a demotion or reduction in pay. The Chief Medical Examiner will review the
10 qualifications of the employee being considered for the assignment to determine if they meet the
11 necessary minimum qualifications for the position being considered.

12 For an employee whose pay range is established in Section Two (a) with the prior
13 approval of the Chief Medical Examiner, the contingency assignment differential will be ten
14 percent (10%) of the employee's regular base bi-weekly rate added as an addition to pay for each
15 bi-weekly period worked or one percent (1%) of the employee's regular base bi-weekly rate for
16 each shift assignment covered, not to exceed one (1) pay period.

17 (2) Temporary assignment differential will be paid for certain assignments when a
18 vacancy exists for any reason (*e.g.* separations, terminal vacation, leave of absence, military
19 leave, etc.) in a position with a higher pay grade, and shall be granted for at least one (1) pay
20 period but not more than thirteen (13) pay periods, and offset by any days that the employee by
21 reason of absence is not fulfilling the assignment. The Chief Medical Examiner will determine
22 the assignments for which the temporary assignment differential will be paid. The assignment or

1 removal of an employee from said assignment having a temporary assignment differential will be
2 determined by the Chief Medical Examiner and will not constitute a promotion, demotion,
3 advancement, or reduction in pay. The intended employee must meet the minimum
4 qualifications for the position to be assigned. The temporary assignment differential shall be
5 computed as an addition to pay and not affect the employee's regular bi-weekly rate.

6 For an employee whose pay range is established in Section Two (a) with the prior
7 approval of the Chief Medical Examiner, the temporary assignment differential will be ten
8 percent (10%) of the employee's regular base bi-weekly rate added as an addition to pay for each
9 bi-weekly period worked, not to exceed thirteen (13) pay periods. The Chief Medical Examiner
10 may require the establishment of a department policy on temporary assignment differential pay
11 and must sign off on the policy prior to authorizing temporary assignment differential.

12 **(m)** City employees who are required by the Chief Medical Examiner to routinely use their
13 personal vehicle in the performance of their duties shall be compensated by receiving a vehicle
14 maintenance and use allowance of two-hundred seventy dollars (\$270.00) per month.

15 **SECTION THREE. Subsistence and Maintenance Charges.**

16 Except as otherwise provided in this ordinance, a deduction shall be made on the payroll
17 or a cash charge shall be collected for subsistence and maintenance provided to employees at a
18 rate to be determined by the employee's department or agency head and the Comptroller of the
19 City of St. Louis. The department or agency head shall establish reasonable charges or
20 deductions which have been calculated and assessed with due consideration for all identifiable
21 costs, including labor and overhead, but shall not exceed the actual cost of the items to the City.
22 When the Chief Medical Examiner determines that the duties and responsibilities of a position

1 require an employee to occupy a room or apartment, there shall be no charge for such
2 accommodations.

3 **SECTION FOUR. Salary Range Limitations.**

4 No employee in the Medical Examiner's Office shall be paid at a rate lower than the
5 minimum or higher than the maximum of the salary range established for the class to which
6 his/her position has been allocated, except as otherwise provided in this ordinance.

7 **SECTION FIVE. Starting Salary.**

8 (a) The rate of pay for an excepted position to be paid upon original appointment to the class
9 shall be determined by the Chief Medical Examiner for the excepted position.

10 (b) Except as otherwise provided in this ordinance, the minimum rate of pay for a position
11 shall be paid upon original appointment to the class unless the Chief Medical Examiner finds that
12 it is difficult to secure the services of persons with minimum qualifications or experienced
13 qualified persons at the minimum rate.

14 The Chief Medical Examiner may establish a recruitment rate for a single position or all
15 positions in a class and authorize employment at an amount above the minimum but within the
16 regular range of salary established for the class. When a recruitment rate is established for an
17 entire class, employees already in such class may have their salaries adjusted to appropriate rates
18 in the new range resulting from the establishment of the recruitment rate.

19 In the event that the Chief Medical Examiner finds that it is difficult to secure the
20 services of sufficient numbers of employees for a class or occupational series after a diligent
21 recruitment effort, the Chief Medical Examiner may establish a new maximum rate for the

1 class(es) which is not more than twenty-five percent (25%) above the maximum established in
2 this ordinance.

3 (c) Employees with permanent status who are eligible for reemployment as determined by
4 the Rules of the Department of Personnel shall be reemployed at an appropriate rate within the
5 new salary range which takes into consideration the employee's prior service in the position, as
6 determined by the Chief Medical Examiner.

7 **SECTION SIX. Promotion, Demotion, Reallocation, Transfer, Temporary Promotion.**

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

11 (a) Promotion: This shall be defined as a change of an employee in the Medical Examiner's
12 Office from a position of one class to a position of another class with a higher pay grade or a
13 higher starting minimum salary.

14 (1) When an employee is promoted to a position in the General or Management Pay
15 Schedule, the employee's current bi-weekly rate of pay shall be set at a rate which is five percent
16 (5%) higher than the rate received immediately prior to the promotion. The Chief Medical
17 Examiner, may increase the pay of an employee up to twenty percent (20%) when such action is
18 needed to attract experienced, qualified candidates for a position. Such salary determinations
19 shall take into consideration the nature and magnitude of the accretion of duties and
20 responsibilities resulting from the promotion. However, no employee shall be paid less than the
21 minimum rate nor more than the maximum rate for the new class of position, except as otherwise
22 provided in this ordinance.

(2) Temporary Promotion: When an employee, whose salary range is established in Section Two (a) is certified and temporarily promoted to a vacant position, for a limited duration, the employee's current salary shall be adjusted as provided in Paragraph (a)(1) of this Section. Upon expiration of the temporary promotion, the employee shall be returned to his/her former rate of pay, adjusted by any increases the employee would have received in the absence of the temporary promotion. In no case shall the employee's salary be above the maximum of the salary range, unless otherwise provided for in this ordinance.

(b) Demotion: This shall be defined as a change of an employee in the Medical Examiner's Office from a position of one class to a position of another class which has a lower pay grade and a lower starting minimum salary.

(1) If an employee is demoted for disciplinary reasons in accordance with the Rules of the Medical Examiner's Office and established disciplinary procedures, his/her rate of pay shall be established at a rate within the range for the new position which is at least five percent (5%) lower than the rate received immediately prior to the demotion, except no employee shall be reduced below the minimum of the range unless otherwise provided for in this ordinance. The amount of the reduction shall be determined by the Chief Medical Examiner.

(2) If an employee accepts a voluntary demotion, his/her current rate of pay shall be reduced within the range for the new position which is five percent (5%) lower than the rate received immediately prior to demotion, except that employees who are in a working test period and demote to their previous class of position or pay grade, will return to the rate received immediately prior to the promotion, plus any adjustments as otherwise provided in this

ordinance. No employee shall be paid less than the minimum nor more than the maximum rate for the new class of position, except as otherwise provided in this ordinance.

(3) When an employee is demoted for reasons in the best interest of the Medical Examiner Office as determined by the Chief Medical Examiner, his/her salary may be reduced by reason of the new salary range and grade with the prior approval of the Chief Medical Examiner. If the salary of such employee is above the maximum for the new position the employee's salary shall not be increased so long as he/she remains in the position, except as otherwise provided by this ordinance.

(c) Reallocation:

(1) If the employee's position is reallocated to a class in a lower pay grade and the employee's rate of pay for the previous position is within the salary range of the new position, his/her salary shall remain unchanged.

(2) The salary of an employee whose position is allocated to a class in a higher pay grade shall be determined in accordance with the provisions of this Section Six (a)(1) relating to salary advancement on promotion.

(d) Transfer: The salary rate of an employee who transfers to a different position in the same class, or from a position in one class to a position in another class in the same pay grade, shall remain unchanged, provided that no employee shall be paid less than the minimum rate nor more than the maximum rate for the new class of position, except as otherwise provided in this ordinance.

(e) Over Maximum: The salary of an employee, which is in excess of the maximum of the range prescribed by this ordinance for the class and grade to which his/her position has been

1 allocated or may be reallocated, shall not be reduced by reason of the new salary range and
2 grade. The salary of such employee shall not be increased so long as he/she remains in the class
3 of position, except as otherwise provided by this ordinance.

4 **SECTION SEVEN. Salary Adjustment.**

5 Salary adjustments for all employees in competitive positions shall be based on
6 considerations of merit, equity, or success in fulfilling predetermined goals and objectives as
7 herein provided.

8 (a) Competitive positions for which salary is established in Section Two (a) - General and
9 Management Schedule;

10 (1) Any employee whose salary is established in Section Two (a) – General and
11 Management Pay Schedules, may receive a service rating in accordance with the City’s Service
12 Rating Manual. The rating together with the standards of performance established in the rating
13 manual shall determine eligibility for a one-point five percent (1.5%) within-range (merit)
14 increase at intervals as outlined in the City’s Service Rating Manual or other pay regulation(s) or
15 ratings as determined by the Chief Medical Examiner. Notwithstanding any other Section of this
16 ordinance, all employees in the General and Management pay schedules who would be eligible
17 to receive an annual increase on their regular Service Rating date will receive a one-point five
18 percent (1.5%) increase regardless of their current rate or place in the pay schedule.

19 (2) A non-exempt (Overtime Code 3) employee whose pay is established in Section
20 Two (a) of this ordinance who receives an Overall Rating of “Unsuccessful” as defined by the
21 City’s Service Rating Manual, shall have his/her salary reduced as determined by the standards

1 established in the City's Service Rating Manual, but not less than the minimum of the pay grade
2 range.

3 (b) As used in this ordinance, "anniversary date" means the date following fifty-two (52)
4 weeks of continuous service from the date of original appointment or from the date of the last
5 salary adjustment, if other than a temporary reduction in pay for disciplinary reasons, a demotion
6 or an across-the-board ordinance increase, an increase resulting from an authorized incentive
7 program, or an upgrade of the classification concurrent with adoption of the ordinance. Absence
8 from service as a result of any authorized paid leave, suspensions, military leave, or
9 family/medical leave will not interrupt continuous service. Absence from service for any other
10 cause shall result in breaking continuity of service and establishment of a new anniversary date,
11 except as otherwise provided in this ordinance. The Chief Medical Examiner may authorize
12 different anniversary dates for an employee or groups of employees.

13 (c) The Chief Medical Examiner may evaluate the performance of an employee whose salary
14 is established in Section Two (a) of this ordinance for the purpose of a salary adjustment only at
15 intervals as described above except in the case of:

16 (1) Exceptional performance of duties:

17 With the prior approval of the Chief Medical Examiner may advance the salary of an
18 employee who demonstrates exceptional performance of duties after serving twenty-six (26)
19 weeks of employment at the same rate in the salary range by not more than ten percent (10 %);
20 this may be in addition to any merit increase received.

21 (2) Substandard performance of duties:

1 The Chief Medical Examiner may reduce the salary of an employee whose level of
2 performance is significantly diminished and no longer warrants payment at the current rate
3 within the range as provided in the City's Service Rating Manual; providing the employee's
4 salary is above the minimum of the range, established in Section Two (a) and allocated to
5 Overtime Code 3.

6 The granting of any such increase or decrease in salary shall be made at the beginning of
7 a payroll period, as determined by the Chief Medical Examiner, following approval of such
8 salary action.

9 (d) The Chief Medical Examiner may approve adjustments to correct or mitigate serious and
10 demonstrable internal pay inequities. Salary adjustments under this provision shall preclude
11 adjustments to compensate or reward employees for long-term or meritorious service.

12 (e) The pay of any employee may be decreased as a disciplinary action by the Chief Medical
13 Examiner to a lower rate. Any such decrease shall be made in accordance with the established
14 disciplinary procedures. The decrease shall not be greater than fifteen percent (15%) of the
15 current salary rate. The decrease may be below the minimum of the pay range for the class. The
16 appointing authority may determine the pay decrease shall be effective for a specific number of
17 bi-weekly pay periods provided, however, that such decrease shall not be effective for more than
18 thirteen (13) bi-weekly pay periods.

19 (f) An employee who is temporarily promoted shall be eligible for within range salary
20 adjustments under provisions of this Section Seven.

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

SECTION EIGHT. Income Sources.

Any salary paid to an employee in the Medical Examiner's Office shall represent the total remuneration for the employee, excepting reimbursements for official travel and other payments specifically authorized by ordinance. No employee shall receive remuneration from the City in addition to the salary authorized in this ordinance for services rendered by the employee in the discharge of the employee's ordinary duties, of additional duties which may be imposed upon the employee, or of duties which the employee may undertake or volunteer to perform.

Whenever an employee not on an approved paid leave works for a period less than the regularly established number of hours a day, days a week or days bi-weekly, the amount paid shall be proportionate to the hours in the employee's normal work week and the bi-weekly rate for the employee's position. The payment of a separate salary for actual hours worked from two (2) or more departments, divisions or other units of the City for duties performed for each of such agencies is permissible if the total salary received from these agencies is not in excess of the maximum rate of pay for the class.

SECTION NINE. Conversion.

(a) Pay schedules in Section Two (a) in **Ordinance 71510** shall continue in effect until the beginning of the first bi-weekly pay period starting after the effective date of this ordinance, and the rates to be paid to employees in positions of any classes for which a rate is established or

changed in Section Two (a) of this ordinance shall become effective and be adjusted (if necessary) as provided in subsections (b) and (c) of this Section Nine.

(b) All full-time employees whose salary is established in Section Two (a) – General and Management Pay Schedules whose bi-weekly rate is within the range of pay or above the maximum of the range of pay shall have their bi-weekly rate increased by three percent (3%) effective beginning with the start of the bi-weekly pay period following the effective date of this ordinance.

(c) The Chief Medical Examiner shall establish such procedures as needed to place this ordinance in effect and interpret its provisions.

SECTION TEN. Payment of Salaries.

All compensation for positions in the Medical Examiner’s Office shall be paid bi-weekly. The Chief Medical Examiner and Comptroller shall establish the procedure for listing employees on the various payrolls. The payment due each employee for service, except as otherwise provided, shall be made not later than sixteen (16) days after the end of the bi-weekly pay period. In the event that an employee is dismissed or has been employed for occasional or emergency work, the Comptroller may immediately pay the employee upon termination of service without waiting for the regular bi-weekly pay date of the Department, Division, Section, Office, Agency, Board or Commission where the employee worked.

SECTION ELEVEN. Changes to Classification Plan.

Whenever the Chief Medical Examiner finds it necessary to add a new class to the classification plan, the Chief Medical Examiner shall allocate the class to an appropriate grade and schedule in this ordinance and notify the Board of Aldermen of this action.

1 Whenever the Chief Medical Examiner finds it necessary to change the overtime code of
2 an existing class within the classification plan, the Chief Medical Examiner shall change the
3 overtime code and notify the Board of Aldermen of this action.

4 Whenever the Chief Medical Examiner finds it necessary to change the pay schedule of
5 an existing class within the classification plan, the Chief Medical Examiner shall allocate the
6 class to the appropriate schedule in this ordinance and notify the Board of Aldermen of this
7 action.

8 The pay grade allocated to a class of position within the classification plan shall remain
9 unchanged for the duration of the existing compensation ordinance. Whenever the Chief
10 Medical Examiner considers it necessary to change the pay grade of an established class of
11 position, such adjustment can only be made concurrent with the adoption of a new compensation
12 ordinance. Recommendation for the allocation of a new pay grade shall be made by the Chief
13 Medical Examiner for final approval by the Board of Aldermen.

14 **SECTION TWELVE. Payroll Form.**

15 The Chief Medical Examiner shall prescribe forms on which subordinate managers shall
16 certify to the fact that a vacancy exists in a lawfully created position and to the lawful
17 appointment of a person to fill the position. The Chief Medical Examiner shall indicate on these
18 forms the proper allocation of the position and the rate at which payment is to be made. When
19 approved by the Chief Medical Examiner and submitted to the Comptroller, these forms shall
20 constitute authorization for the initial placing of a person's name on the payroll. The
21 Comptroller shall not authorize any change in the rate of pay of an individual on the payroll
22 unless approved by the Chief Medical Examiner. The Comptroller shall provide the Chief

Medical Examiner with a copy of each payroll audited and found correct within twenty-one (21) days after audit and approval of the payroll by the Comptroller's Office.

SECTION THIRTEEN. Certification of Payroll.

The Chief Medical Examiner shall certify on each payroll or a subsidiary document that each person whose name appears on the payroll has been lawfully appointed at a salary provided by this ordinance and that the employee has actually worked the time for which he/she will be paid, subject to the provisions of this ordinance governing hours of work and leaves of absence in the Medical Examiner's Office.

SECTION FOURTEEN. Minimum Work Hours.

The Chief Medical Examiner shall establish procedures to assure that the employees under his/her supervision are actively engaged in the performance of the duties of their positions in accordance with the provisions of this section.

Each manager/supervisor shall submit to the Chief Medical Examiner the work schedule established for each position in the work unit. Work schedule reports shall be submitted upon request of the Chief Medical Examiner or whenever the manager/supervisor proposes to change the permanent work schedule of a position. The work schedule submitted by the manager/supervisor shall constitute the normal work schedule for the position when approved by the Chief Medical Examiner.

All employees in the Medical Examiner's Office shall be in attendance at their work in accordance with schedules established under the provisions of this Section Fourteen, subject to other provisions of this ordinance with respect to hours, holidays, vacation, medical leave, furloughs, sick leave, military leave, and leaves of absence with or without pay.

(a) Employees whose salaries are established in Section Two (a): Forty (40) hours shall constitute the average minimum required weekly hours of service in an employment cycle under regular full-time employment for all City employees paid on a bi-weekly basis and occupying positions in the Medical Examiner's Office. The minimum daily and annual service required of such employees shall be in proportion to the average minimum weekly hours established.

Each manager/supervisor shall so arrange the time for reporting for work, for luncheon intermission, and for quitting work of the various employees under their jurisdiction.

(b) Management Employees: Managers for employees occupying full-time positions whose salaries are established in Section Two (a) of this ordinance shall initiate procedures to see that such employees are engaged in the performance of their duties on a full-time basis. Full-time employment for any employee whose classification is denoted in the Management Schedule shall be defined as an average of forty (40) hours per week of time devoted to the duties of the position on an annual basis.

SECTION FIFTEEN. Overtime.

(a) The Chief Medical Examiner shall determine those positions in the Medical Examiner's Office of the City of St. Louis which are exempt from overtime compensation and those positions which are not exempt from overtime compensation. The overtime codes established for each class in Section One (a) of this ordinance shall be interpreted as follows:

OVERTIME CODE (OVTM):

- 1 These classes are primarily managerial in nature, but may also include
- some professional or administrative classes that are ineligible for overtime

1 pay under all but emergency conditions as described in Section Fifteen (d)
2 of this ordinance.

3 2 These are supervisory, professional, and administrative classes that are
4 exempt from overtime compensation, but which the City compensates for
5 overtime at the straight (1.0x) time rate.

6 3 These are non-exempt classes that receive overtime compensation at the
7 one and one-half (1.5x) time rate.

8 Managers/Supervisors are prohibited from changing employee work schedules to avoid
9 the payment of overtime.

10 For purposes of determining overtime pay rates for non-exempt employees, the regular
11 hourly rate of pay shall be used.

12 Any employee in a class which has been allocated to Overtime Code 3 (non-exempt) in
13 this ordinance shall be compensated for overtime work in accordance with the provisions of this
14 section. Each manager/supervisor shall designate and submit to the Chief Medical Examiner the
15 official work week and schedule or work cycle for all non-exempt positions in the work unit.
16 The average number of scheduled hours in a bi-weekly pay period shall not be less than eighty
17 (80) for full-time employment.

18 Whenever an Overtime Code 3 employee whose pay matrix is in Section Two (a) works
19 hours in excess of the maximum established for an official work week or work cycle, usually
20 forty (40) hours in a work week such hours shall be paid at the one-and-one-half time (1.5x) rate.
21 In addition to the actual hours worked, vacation, and compensatory time only shall count as
22 hours worked for the purpose of determining eligibility for overtime compensation.

1 (a) Any employee in a class which has been allocated to Overtime Code 2 in Section One (a)
2 of this ordinance shall be compensated for overtime by granting the employee pay or
3 compensatory time off at the straight (1.0x) time rate. Each appointing authority shall designate
4 and submit to the Chief Medical Examiner the official work week or work cycle, which is
5 usually forty (40) hours, for all exempt (Code 2) positions in the work unit. Whenever a full-
6 time employee in an exempt (Code 2) position is directed by management, with the approval of
7 the appointing authority, to work hours in excess of the maximum established for an official
8 work week or work cycle it shall be considered overtime. In addition to the actual hours worked,
9 vacation, and compensatory time only shall count as hours worked for the purpose of
10 determining eligibility for overtime compensation. Straight time (1.0x) overtime shall be
11 compensated at the employee's regular hourly rate of pay, or by granting the eligible employee
12 compensatory time off at the rate of one (1) hour for each hour of overtime worked. The average
13 number of scheduled hours in a bi-weekly pay period shall not be less than eighty (80) for full-
14 time employment. The regular hourly rate of pay for an exempt (Code 2) bi-weekly paid
15 employee shall be determined by dividing the employee's regular bi-weekly rate of pay by the
16 average number of regularly scheduled hours of work in a bi-weekly pay period.

17 (b) Part-time bi-weekly paid employees and employees paid on an hourly or per performance
18 basis shall be compensated for overtime work in accordance with the overtime provisions of this
19 Section and with consideration for community practices in compensating similar employment.

20 (c) The Chief Medical Examiner may compensate Overtime Code 1 employees at the
21 straight-time (1.0x) rate, when both of the following conditions exist: 1) the Mayor of the City
22 of St. Louis declares an emergency due to serious and protracted conditions which threaten

1 continuous City Service, preservation of public peace, health, or safety, and 2) the Chief Medical
2 Examiner directs an employee or group of employees to work in excess of forty (40) hours per
3 week. The manager/supervisor shall maintain attendance records of the assignment(s) and
4 submit such records at the request of the Chief Medical Examiner.

5 (d) Employees who wish to use compensatory time earned in lieu of pay must make their
6 request in writing at least twenty-four (24) hours in advance of the day or days requested. The
7 manager/supervisor shall keep in mind the staffing needs of the department when granting time
8 off, but in any case, time off will not be unreasonably denied.

9 Pay shall be the regular method of compensation for recorded overtime hours of work for
10 employees in classes with Overtime Code 3. However, a manager/supervisor shall compensate a
11 non-exempt bi-weekly paid employee for overtime work by granting the employee compensatory
12 time off in lieu of pay only if the employee requests compensatory time, in writing.

13 Employees engaged in public safety, emergency response or seasonal activity as defined
14 by the Chief Medical Examiner may have a maximum balance of two hundred forty (240) hours
15 of compensatory time; except that Management Personnel shall only be allowed to accumulate
16 up to forty (40) hours of compensatory time. All other employees are allowed a maximum
17 balance of one hundred twenty (120) hours of compensatory time. These maximum balances of
18 compensatory time shall apply to employees working an average work week of forty (40) hours;
19 the maximum balance of compensatory time for employees whose average work week is more or
20 less than forty (40) hours shall be proportionate. No provision of this Section establishing a
21 maximum balance of compensatory time shall serve to cancel any compensatory time due to an
22 employee or to deny an employee payment for recorded compensatory time earned in accordance

1 with the provisions of the compensation ordinance in effect at the time the compensatory time
2 was earned.

3 Each manager/supervisor shall establish procedures to assure that non-exempt employees
4 are promptly granted time off when such employees request to use their earned compensatory
5 time. A manager/supervisor may not deny non-exempt employees' requests for earned
6 compensatory time off except when such approval would create an extreme business hardship.
7 When a manager/supervisor determines that the work schedule of the organization will not
8 permit the granting of such time off, the manager/supervisor shall pay the employee in that same
9 pay period for all or a portion equivalent to the time requested of the employee's accrued
10 compensatory time. This provision requiring the prompt granting of requested time off applies
11 only to compensatory time that is earned as a result of the employee working overtime; it does
12 not apply to compensatory time earned as a result of an incentive program or bonus award
13 program.

14 Compensatory time earned by exempt employees shall be granted to an employee at the
15 discretion of the manager/supervisor in one of the following ways: 1) on request of the
16 employee; 2) on termination of services with the City.

17 (e) Before an employee is transferred, promoted, or demoted from a position under one
18 manager/supervisor to a position under another manager/supervisor or to another unit with a
19 different appropriation, all compensatory time shall be granted or paid. Upon the death of an
20 employee, the person or persons entitled by law to receive any compensation due to the
21 employee shall be paid any amount due to the employee on the date of death.

(f) All sections shall keep daily attendance records of Medical Examiner Employees and shall submit periodic reports of: 1) unexcused absences and leaves; 2) reports of overtime earned, granted, and paid; or 3) the nonoccurrence of same to the Chief Medical Examiner in the form and on the dates specified as required or requested.

SECTION SIXTEEN. Holidays.

(a) Medical Examiner employees working full-time who are paid a bi-weekly rate shall be entitled to leave with pay, pay, or compensatory time off in lieu of pay or paid leave for regularly scheduled work on the following designated holidays:

<u>DATE</u>	<u>HOLIDAY</u>
January 1	New Year's Day
Third Monday in January	Rev. Martin Luther King Jr. Day
Third Monday in February	Presidents' Day
Last Monday in May	Memorial Day
June 19	Juneteenth
July 4	Independence Day
First Monday in September	Labor Day
November 11	Veterans' Day
Fourth Thursday in November	Thanksgiving Day
Day after Thanksgiving	Day after Thanksgiving
December 25	Christmas Day

In addition to the above enumerated designated holidays, full-time Medical Examiner employees shall be entitled to leave with pay, pay, or compensatory time off in lieu of pay as

1 established by this Section Sixteen on any day or partial day the Mayor declares by proclamation
2 the closing of City offices.

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

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

17 (b) Each manager/supervisor shall determine the manner of granting holidays and shall
18 report his/her determination to the Chief Medical Examiner, if required by the Chief Medical
19 Examiner. When full-time employees, whose pay is established in Section Two (a) of this
20 compensation ordinance, are required to work on a holiday they shall be entitled to compensation
21 for the holiday and the hours actually worked. Compensation for the holiday shall be in an

1 amount proportionate to the number of hours an employee is regularly scheduled to work in a
2 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 If an employee is docked from the payroll for one hour or more on the full scheduled
8 workday preceding a holiday, the full scheduled work day following a holiday, or on a scheduled
9 holiday, the employee shall not be compensated for the holiday.

10 The holiday compensation procedures established by this Section Sixteen shall apply to
11 full-time Medical Examiner employees paid a bi-weekly rate. Part-time bi-weekly rate
12 employees shall be compensated for holidays in proportion to the percentage of time they are
13 regularly scheduled to work. Employees paid on an hourly or per performance basis shall not be
14 entitled to holiday compensation, except as otherwise provided in this ordinance.

15 In the event that the holiday schedule established in this Section Sixteen is revised,
16 employees who are granted compensatory time in lieu of all holidays shall have their leave
17 benefits adjusted accordingly. The Chief Medical Examiner may establish additional or alternate
18 holiday leave policies for employees occupying public safety positions which qualify for the
19 special overtime pay provisions under Federal law or for employees with official work schedules
20 authorized by the Chief Medical Examiner which exceed the normal forty (40) hour weekly work
21 schedule. Procedures developed in compliance with this Section Sixteen shall be designed to
22 treat employees in the same manner who work substantially equivalent work schedules.

SECTION SEVENTEEN. Vacation.

Vacation leave with pay shall be granted to employees paid a bi-weekly rate in permanent competitive positions working fifty percent (50%) time or more. The Chief Medical Examiner may establish additional guidelines and policies to govern the administration of vacation leave benefits in the Medical Examiner's Office.

(a) Vacation hours shall be granted to employees whose pay is established in Section Two (a), with appointment date before April 23, 1989.

PAY ESTABLISHED

IN SECTION

2(a)

Length of	Bi-Weekly	Annual
<u>Cumulative Service</u>	<u>Accrual Rates</u>	<u>Equivalent</u>
1 but less than 5 years	5	130
5 but less than 10 years	6	156
10 but less than 15 years	7	182
15 but less than 20 years	8	208
20 or more years	9	234

Employees employed before July 18, 2010 whose pay is established in Section Two (a) of this ordinance completing five (5) years of cumulative service, ten (10) years of cumulative service, fifteen (15) years of cumulative service, or twenty (20) years of cumulative service shall have forty (40) hours of vacation added to their existing balance,

(b) Vacation hours shall be granted to employees whose pay is established in Section Two (a) with appointment date on or after April 23, 1989.

PAY ESTABLISHED

IN SECTION

2(a)

Length of	Bi-Weekly	Annual
<u>Cumulative Service</u>	<u>Accrual Rates</u>	<u>Equivalent</u>
1 but less than 5 years	3	78
5 but less than 10 years	5	130
10 but less than 15 years	6	156
15 but less than 20 years	7	182
20 or more years	8	208

Employees employed before July 18, 2010 whose pay is established in Section Two (a) of this ordinance completing five (5) years of cumulative service, ten (10) years of cumulative service, fifteen (15) years of cumulative service, or twenty (20) years of cumulative service shall have forty (40) hours of vacation added to their existing balance.

(c) Employees employed on or after July 18, 2010 will not have the 40 hours added to their vacation balance upon completion of five (5) years of cumulative service, ten (10) years of cumulative service, fifteen (15) years of cumulative service, or twenty (20) years of cumulative service.

(d) All references in this ordinance, except as otherwise noted, to accrual rates, additions to, and accrual maximums for vacation are for employees working a scheduled work week of forty

(40) hours. Vacation rates, additions and maximums shall be computed on a proportionate basis for employees whose average work week is more or less than forty (40) hours. When an eligible employee's scheduled work week is changed, the employee's rate of accrual shall be changed proportionately. All references in this ordinance to cumulative service for vacation shall mean cumulative service without a break in service of more than one year, except as provided otherwise in this ordinance. No employee who works less than fifty percent (50%) time or who is serving in a limited-term position shall be eligible to accrue vacation.

(e) (1) The maximum vacation balance for those working an average work week of forty (40) hours shall be six hundred (600) hours. Vacation accrual maximums, for those working more or less than forty (40) hours per week, but at least fifty percent (50%) time, shall be established in accordance with Section Seventeen of this ordinance.

(2) When an employee's full-time average work week is changed, the maximum vacation balance shall be changed proportionately. In addition, the employee shall have his/her current vacation balance adjusted so that the vacation shall maintain the same position relative to the new maximum balance as existed with the employee's previous maximum balance. Accrual of vacation shall cease when an employee accumulates the maximum vacation balance established for the assigned work schedule and shall not resume until the vacation balance is less than the maximum amount.

(f) Accrual of vacation shall begin and be credited upon the first bi-weekly pay period and each pay period thereafter but employees must complete the entire pay period to accrue the vacation leave at the end of said pay period:

(1) of appointment;

1 (2) of return to duty from leave of absence;

2 (3) of restoration to employment of one-half (50%) time or more.

3 Vacation leave shall be granted in whole hour units. On termination of service, any
4 fractional hour shall be made whole. The accrual of vacation leave shall cease at the employee's
5 last day at work or beginning of terminal leave.

6 (g) Managers/supervisors shall be responsible for establishing all vacation leave schedules
7 but may not discipline employees by imposing unusual vacation schedules. Vacation shall be
8 granted to the employee at the discretion of the manager/supervisor as provided by this ordinance
9 in one of the following ways:

10 (1) When the employee requests vacation leave in accordance with departmental policies.

11 (2) When directed to take paid time off by the manager/supervisor.

12 (3) When an employee is terminated or resigns from the Medical Examiner's Office.

13 (4) When an employee whose salary is established in Section Two (a) reaches the
14 established maximum accrual and would cease accruing vacation, the employee may notify the
15 manager/supervisor in writing of his/her intention to schedule vacation. Such notice shall be at
16 least seven (7) days prior to the first workday the employee intends to take off. If the
17 manager/supervisor fails to establish a different vacation schedule, the employee may, at will and
18 without assuming liability for disciplinary action, take the paid leave, which was proposed in
19 writing.

20 (5) All employees may request payment from the appointing authority for forty (40)
21 hours of vacation accrual in lieu of scheduling paid leave provided that the full vacation
22 allowance for that year is not exceeded. This may be done a maximum of once in each calendar

1 year. Management employees may request payment from the appointing authority for up to an additional forty (40) hours of their vacation accrual balances in lieu of scheduling paid leave if their schedules do not permit them to be absent from work. These requests are subject to the prior approval of the Chief Medical Examiner.

(h) During the first twelve (12) months of employment, unless stated otherwise in this ordinance, accrued vacation may be granted to an employee provided that the employee has completed six (6) months of continuous service. When the service of an employee is terminated after twelve (12) months of continuous service, any accumulated vacation that is due the employee shall be paid. When employment is terminated before completing twelve (12) months of continuous service, any previously advanced vacation leave shall be deducted from the employee's final pay.

(i) Employees who separate from the Medical Examiner's Office and who return to the Medical Examiner's Office within twenty-four (24) months of the separation, will be given credit for prior continuous service in determining the vacation accrual rate in accordance with Section Seventeen (a) or (b) of this ordinance and based on the date of the employee's original appointment.

(j) Employees who move to the Medical Examiner's Office from a non-Medical Examiner's Office shall be given credit for the years of service in the non-Medical Examiner's Office in determining the vacation accrual rate in accordance with Section Seventeen (a) or (b) of this ordinance and based on the date of the employee's original appointment.

(k) Employees who return to work from a "reemployment from layoff" eligible list shall be eligible to use vacation as soon as it is accrued unless stated otherwise in this ordinance provided

1 the employee has completed six (6) months of continuous service prior to the layoff and with
2 approval of the manager/supervisor. An employee who has completed less than six (6) months
3 of continuous service will be required to complete the remaining portion of the six (6) months
4 period before being eligible to use vacation.

5 Any such reemployed worker shall be given credit for prior continuous service in
6 determining the employee's vacation accrual rate in accordance with the schedule established in
7 Section Seventeen (a) or (b) of this ordinance and based on the employee's original appointment.

8 (l) Managers/supervisors shall be responsible for the management of their vacation
9 schedules so as to most effectively administer their organizations and fulfill the desire of
10 employees in the establishment of leave schedules.

11 (m) Accrued vacation shall be carried with an employee when transferred, promoted, or
12 demoted from a position under one appointing authority to a position under another appointing
13 authority without a break in service or change in method of pay. Upon the death of an employee,
14 the person or persons entitled by law to receive any compensation due the employee shall be paid
15 the amount due the employee for accrued vacation.

16 (n) With the approval of the Chief Medical Examiner, a retiring employee may be paid on
17 the payroll for accrued vacation in the month prior to retirement without inclusion in the
18 employee's final average compensation. The Chief Medical Examiner may pay previously
19 accrued vacation off in a lump sum to an employee whose service with the City Medical
20 Examiner's Office has terminated. Such payment shall be made on the employee's last regular
21 paycheck. The lump sum payment shall include compensation for any holidays occurring during

1 the employee's terminal vacation leave period as if employee's vacation had been run out on
2 payroll.

3 (o) Employees occupying excepted positions in the Medical Examiner's Office shall be
4 granted vacation at the discretion of the Chief Medical Examiner. An employee whose term in
5 an excepted position ends and who is then appointed to a permanent competitive position
6 working fifty percent (50%) time or more shall become eligible to accrue vacation leave with
7 pay upon appointment to the competitive position. Length of cumulative service for the purpose
8 of determining rate of vacation leave accrual shall be based on the employee's original date of
9 appointment to the excepted position, providing there was no break in service between expiration
10 of the excepted position and appointment to the permanent competitive position. The date of
11 appointment to the permanent competitive position shall be used to determine the appropriate
12 rate of vacation accrual for the corresponding length of cumulative service in accordance with
13 the schedule established in Section Seventeen (b).

14 (p) Managers/supervisors shall report leave with pay for vacation and such other authorized
15 absences as the Chief Medical Examiner shall designate in such form and at such time as the
16 Chief Medical Examiner may require.

17 **SECTION EIGHTEEN. Sick Leave.**

18 (a) Employees ceased accruing sick leave beginning July 18, 2010. Thereafter, an employee
19 may choose to use his/her sick leave in accordance with regulations established by the Chief
20 Medical Examiner.

21 (b) An active employee who is a member of the Employees Retirement System of the City of
22 St. Louis, and who applies for retirement and immediately retires from active service, shall

1 receive payment for his/her sick leave balance less any sick leave credited or paid to a member
2 or used in the calculation of retirement benefits under this or any other ordinance(s). If the
3 Employees Retirement System provides for sick leave to be credited or paid to a member or used
4 in the calculation of retirement benefits, this payment shall be limited to a maximum of fifty
5 percent (50%) of the value of the employee's sick leave balance. If the Employees Retirement
6 System of the City of St. Louis provides for sick leave to be credited or paid to a member or used
7 in the calculation of retirement benefits, this payment shall be fifty percent (50%) of the value of
8 the employee's sick leave balance at time of retirement.

9 (c) If a member of the Employees Retirement System of the City of St. Louis who had been
10 otherwise eligible for Normal or Early Service Retirement dies his/her estate may receive
11 payment based on the calculation above on the employee's sick leave balance, if any. Payment
12 shall be made in accordance with the procedures established by the Chief Medical Examiner.

13 (d) An employee who is reemployed from an authorized layoff shall have his/her prior sick
14 leave balance if any restored, provided this balance has not be used in the determination of
15 pension benefits paid to the retiree.

16 **SECTION NINETEEN. Medical Leave.**

17 (a) Medical leave with pay shall be granted to bi-weekly rate employees in permanent
18 competitive positions working fifty percent (50%) time or more in accordance with regulations
19 and procedures established by the Chief Medical Examiner.

20 (1) All employees, unless otherwise stated in this ordinance, shall accrue three (3)
21 hours of medical leave for each bi-weekly pay period of employment but must complete the
22 entire pay period to accrue the medical leave at the end of said pay period. This accrual rate is

1 established for employees working an average work week of forty (40) hours. Medical leave
2 shall be computed on a proportionate basis for employees whose average work week is more or
3 less than forty (40) hours. An eligible employee may be granted paid medical leave by his/her
4 appointing authority after completing twenty-six (26) weeks of continuous service.

5 (b) The Chief Medical Examiner may establish a system of cash awards, paid time off or
6 other incentives to reward employees for perfect and near perfect attendance.

7 (c) An appointing authority shall remove an employee from the payroll for unexcused
8 absence in accordance with regulations and procedures established by the Chief Medical
9 Examiner. When an employee is docked from the payroll under the provisions of this section,
10 the amount deducted from his/her regular bi-weekly rate of pay shall be one times (1.0x) the
11 regular hourly rate as defined in this ordinance for each hour of unexcused absence. If an
12 employee is docked from the payroll for one (1) hour or more in a bi-weekly pay period, he/she
13 will cease to accrue medical leave for the pay period.

14 (d) If management decides to send their employees or a group of employees' home due to
15 inclement weather, they will not lose their medical leave accrual for that pay period.

16 (e) All leave with or without pay for illness, injury, or physical inability to perform assigned
17 duties shall be recorded on the payroll or a subsidiary document in the manner established by the
18 Chief Medical Examiner. Compensation for periods of absence from work when an employee
19 sustains an injury by accident on the job shall be governed by the provisions of Section Twenty-
20 Five (Workers' Compensation and Disability Leave) of this ordinance.

21 (f) An employee who is reemployed from an authorized layoff shall have his/her prior
22 medical leave balance and sick leave balance restored if any, provided any sick leave balance has

1 not been credited to the employee's length of service in determining pension benefits paid to the
2 retiree. An employee who is reemployed from an authorized layoff and who has a medical
3 and/or sick leave balance and who completed twenty-six (26) weeks of continuous employment
4 prior to the layoff may take approved medical and/or sick leave upon reemployment.

5 (g) Each manager/supervisor shall institute procedures, in accordance with regulations
6 established by the Chief Medical Examiner that will discourage the improper use of medical
7 leave with pay. When an employee is removed from the payroll for absence not approved by the
8 appointing authority, the employee shall be notified promptly in writing.

9 (h) Employees shall not receive payment for any medical leave balance and it shall not be
10 used in the calculation of retirement benefits or payments under this ordinance or any other
11 ordinance.

12 **SECTION TWENTY. Military Leave.**

13 The City of St. Louis will follow all applicable state and federal laws on the granting of
14 military leave and reemployment rights.

15 Each employee is required to give advance notice (at least 30 days prior to departure
16 when feasible), preferably in writing, of service obligation or intention to perform services in the
17 uniformed services, unless such notice is prevented by military necessity, as determined by a
18 designated authority, or impossible or unreasonable under all of the circumstances.

19 Upon the expiration of military leave of absence, the employee shall be reinstated to the
20 class of position he/she occupied at the time the leave was granted without breaking continuity of
21 service. Failure of an employee to report for duty within the time pursuant to state or federal law

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

3 **SECTION TWENTY-ONE. Education Reimbursement.**

4 A manager/supervisor may, with the prior approval of the Chief Medical Examiner,
5 authorize salary payments, payments of tuition expenses, fees, books and related material in
6 whole or in part to employees to permit them to attend school, visit other governmental agencies
7 or in any approved manner to devote themselves to improvement of knowledge or skills required
8 in the performance of the duties of their position.

9 The Department of Personnel may reimburse, in whole or in part, expenses incurred by
10 employees in the pursuit of improvement of the knowledge and skills required in the
11 performance of their positions or in higher positions, when funds have been budgeted therefore.

12 A manager/supervisor, with the approval of the Chief Medical Examiner, may establish a
13 program to reimburse, in whole or in part, expenses incurred by employees in the pursuit of
14 improvement of the knowledge and skills required in the performance of the duties of their
15 positions or to improve their professional, technical or managerial knowledge or skill.

16 **SECTION TWENTY-TWO. Leaves of Absence and Family and Medical Leave.**

17 An employee may request a leave of absence, or a manager/supervisor may request a
18 leave of absence for an employee, for any reason under the City's general leave policy, or a
19 "Family/Medical Leave of Absence" for certain qualifying reasons under provisions of "The
20 Family and Medical Leave Act of 1993" as provided in this ordinance and under additional
21 provisions and regulations as determined by the Chief Medical Examiner.

1 (a) A manager/supervisor, with the approval of the Chief Medical Examiner, may grant an
2 employee in the Medical Examiner's Office a general leave of absence without pay for a period
3 of one year, which may be extended, with the prior approval of the Chief Medical Examiner.
4 Upon the expiration of such leave of absence, the employee shall be reinstated to the competitive
5 position he/she occupied at the time the leave was granted provided the position is still in
6 existence and he/she is able to perform the duties of the position. The employee shall be
7 reinstated to the competitive position at the same relative rate in the salary range the employee
8 occupied at the time the leave was initiated. Failure of an employee to report for duty promptly
9 at the expiration of the leave shall be just cause for dismissal. If necessary to the efficient
10 conduct of the business of the City, an employee on leave other than military leave or qualifying
11 family/medical leave may be notified by the appointing authority, with the approval of the Chief
12 Medical Examiner, to return prior to the expiration of such leave. Failure of the employee to
13 return within ten (10) calendar days after receipt of such notice shall terminate his/her leave of
14 absence and be just cause for dismissal, subject to any applicable federal, state or local
15 regulations.

16 (b) The City of St. Louis will follow all applicable state and federal laws on the granting of
17 family/medical leave. The City of St. Louis will provide up to six (6) weeks of paid
18 family/medical leave, in accordance with the City's "Family/Medical Leave Policy."

19 The Chief Medical Examiner shall establish additional rules, guidelines and procedures
20 for the effective administration of the City's "Family/Medical Leave Policy." The policy shall
21 comply with all provisions of the "Family/Medical Leave Act of 1993" and any amendments
22 thereafter.

1 Employees must take all of their accrued time (sick leave, medical leave, vacation leave)
2 prior to being placed on leave without pay status for approved Family and Medical Leave, except
3 employees can keep one (1) week of vacation hours (if they have accrued one (1) week of
4 vacation and are eligible to take them). Employees will be allowed to use all their compensatory
5 time, if requested by employee.

6 (c) Any employee in the Medical Examiner's Office who is appointed to a position in the
7 Medical Examiner's Office shall be granted an in-service leave without pay from the position
8 during the term to which he/she is appointed to the position. Such leave shall be for the term of
9 the appointment to the position and until his/her successor qualifies. Upon the expiration of the
10 appointment to the position, the employee shall be reinstated to the position he/she occupied
11 immediately prior to the in-service leave. The employee shall be reinstated to the position as
12 under a temporary promotion pursuant to Section Six (a)(2) of this ordinance. Employees who
13 are returned to a position shall retain any vacation, compensatory time, sick leave, or medical
14 leave balance in effect at the time of granting of the leave of absence for appointment to the
15 position. Employees shall be given credit for time spent in an appointment in computing
16 eligibility for additional vacation leave accrual.

17 (d) In the event that emergency conditions occur which require the closing of City-operated
18 facilities or the temporary cessation of functions carried out by classified employees, the Mayor
19 of the City of St. Louis may declare an emergency and require an employee or group of
20 employees to take leaves of absence with or without pay while such emergency conditions exist.
21 In the event that the Mayor requires that the leave of absence be without pay, an employee with
22 vacation or accrued compensatory time may elect to take the accrued time off with pay in lieu of

1 all or a part of such non-paid leave of absence. Such non-paid leave of absence shall not
2 interrupt continuity of service for vacation accrual. An emergency leave of absence declared by
3 the Mayor shall not exceed ninety (90) days.

4 (e) Employees who are granted general leaves of absence and other non-paid leaves of
5 absence, except military leave, must take all accrued vacation at the start of the leave of absence.
6 Employees who are granted or placed on a non-paid leave of absence will not accrue vacation
7 and medical leave during the period of non-paid leave. Upon the expiration of such leaves of
8 absence, the employee shall follow the procedures as established in this Section Twenty-Two
9 and any other applicable regulations and procedures as established by the Chief Medical
10 Examiner.

11 (f) A manager/supervisor, with the prior approval of the Chief Medical Examiner, may put an
12 employee on a forced leave of absence with or without pay pending the outcome of an
13 investigation or of a pending disciplinary action against the employee. Employees being placed
14 on forced leave may elect to be placed on either vacation leave or compensatory time.

15 (g) In the event that a fiscal crisis occurs in the City of St. Louis, employees may request
16 voluntary furloughs. The Chief Medical Examiner may issue regulations to govern the furlough
17 program.

18 **SECTION TWENTY-THREE. Insurance Benefits.**

19 The City of St. Louis is hereby authorized to devise and establish by contract or
20 otherwise plans for life, health, medical, disability, and other insurance coverage deemed
21 necessary for employees in the Medical Examiner's Office and other employees for the City and
22 their dependents. The Department of Personnel shall develop and administer programs to

1 provide for such coverage. The Director of Personnel shall confer with the Board of Estimate
2 and Apportionment by February 1st of each year regarding coverage plans and the appropriate
3 funding level. The Director shall then be charged with the responsibility of establishing the
4 applicable funding level and remittance rates for the aforementioned plans and certify same to
5 the Comptroller and Budget Director by March 1st of each year. The Director of Personnel may
6 amend said rates as needed.

7 **SECTION TWENTY-FOUR. Death Benefit.**

8 In the event any employee of the City whose pay is established by this ordinance dies as a
9 result of injuries arising out of and in the course of his/her employment by the City, the City
10 shall pay compensation in accordance with the Missouri Workers' Compensation Law. The
11 Chief Medical Examiner and the City Counselor shall establish procedures for making the
12 payments required by the Missouri Workers' Compensation Law. The Comptroller shall
13 designate the fund or appropriation out of which such payment shall be made. Such
14 compensation shall be in addition to any life insurance benefits paid for by the City or by the
15 employee which is available to the employee's beneficiaries and also in addition to any benefit
16 provided by the Employees Retirement System of the City of St. Louis.

17 **SECTION TWENTY-FIVE. Workers Compensation and Disability Leave.**

18 (a) Any employee in the Medical Examiner's Office whose class title and grade are
19 established in Section One (a) and denoted by the suffix "G," or "M" of this ordinance, including
20 employees who are compensated on a per performance or unit of work basis, who shall suffer
21 personal injury by accident or occupational disease arising out of and in the regular course of
22 employment while engaged in or about the premises where an employee's duties are being

1 performed or where an employee's presence is required as part of his/her employment, shall
2 promptly report such injury by accident or occupational disease to his/her immediate supervisor.
3 The supervisor shall in turn report, through the manager/supervisor, all facts concerning the
4 incident to the City Counselor and the Chief Medical Examiner. The manager/supervisor shall
5 promptly provide such written information and recommendations as may be requested by the
6 City Counselor to aid in making the determination of the period of disability.

7 The employee who suffers a personal injury as described in part (a) of this section, and
8 which results in temporary disability, may elect to use sick or medical leave for the first three (3)
9 days of temporary disability. Thereafter, the employee will be compensated at the rate mandated
10 by the Missouri Workers' Compensation Law. If the period of disability extends fourteen (14)
11 calendar days or more, the three (3) days of sick or medical leave used during the first three (3)
12 days of disability will be restored to the employee's sick or medical leave balance. The City
13 Counselor shall determine the actual amount of compensation and length of time during which
14 payments are made for such temporary disability in accordance with the Missouri Workers'
15 Compensation Law.

16 (b) The City Counselor, the Chief Medical Examiner, or the manager/supervisor may require
17 an employee to undergo a physical examination and medical or surgical treatment at the expense
18 of the City to diagnose and treat injuries or illnesses arising out of employment.

19 (c) The City Counselor and the Comptroller shall establish procedures for paying
20 compensation to employees or former employees who are permanently disabled and due
21 compensation under the Missouri Workers' Compensation Law. The Comptroller shall designate
22 the fund or appropriation out of which such payment shall be made.

(d) The City Counselor and the Chief Medical Examiner shall be responsible for the administration of the provisions of this Section and shall establish and publish procedural regulations for the administration of the program. Each manager/supervisor shall establish procedures to comply with the provisions of this Section and established regulations.

SECTION TWENTY-SIX. Jury and Witness Leave.

(a) Jury leave with pay shall be granted to bi-weekly rate employees working fifty percent (50%) time or more for such time when such employees are serving as jurors pursuant to order of the St. Louis Circuit Court or United States District Court in St. Louis. Any bi-weekly rate employee, when so summoned for jury service, shall report such fact within seventy-two (72) hours to his/her manager/supervisor and display to the manager/supervisor the summons which the employee has received and shall give the manager/supervisor in writing the date and the time of such jury service. No bi-weekly rate employee shall receive any compensation from the Jury Commissioner or the United States District Court system for jury service for days the employee receives compensation from the City. A bi-weekly rate employee may keep the jury stipend for days when the employee receives no compensation from the City (off days, docks, leaves, etc.). Upon being discharged from serving as a juror by the Court or Jury Commissioner, the employee shall forthwith report to his/her manager/supervisor if discharged during their normally scheduled work hours and shall submit to his/her manager/supervisor a written statement from the Jury Commissioner certifying that the employee has served as a juror and the time and date so served. The manager/supervisor shall, upon receipt of the statement of jury service, credit the employee with paid jury leave for such service.

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

SECTION TWENTY-SEVEN. Deferred Compensation.

(a) Authority is hereby granted for the establishment of a deferred compensation plan for the City of St. Louis.

(b) In accordance with the regulations applicable to the plan, as set out herein, the Comptroller is authorized to enter into an agreement with eligible participants, whereby said participants may designate a portion of their future earnings to be deducted by the City and placed in a fund to be designated "City of St. Louis Deferred Compensation Plan Fund" for the purpose of providing tax deferred benefits to the participants upon retirement.

(c) The Board of Estimate and Apportionment is hereby authorized to establish or select a specific plan or plans in accordance with the requirements set out in this ordinance. In

1 establishing the plan, the Board of Estimate and Apportionment may elect to retain outside
2 parties to provide administrative and/or investment services after following competitive bidding
3 procedures. The Board of Estimate and Apportionment is authorized, after analyzing the various
4 competitive bids submitted in accordance with the requirements of this ordinance, to select the
5 plan or plans it determines to meet the requirements established as a part of the competitive
6 bidding procedures and to be in the best interest of the participants. No investment plan shall be
7 considered unless offered by a duly licensed resident agent representing a company duly licensed
8 and authorized by the State of Missouri and other applicable federal regulatory agencies to offer
9 such insurance or investment programs.

10 In the event Federal or State legislation is changed in a manner affecting and/or relating
11 to any of the aforementioned Deferred Compensation provisions contained in this Section, the
12 Board of Estimate and Apportionment of the City of St. Louis may amend the deferred
13 compensation plan accordingly and may execute any and all documents necessary to achieve and
14 effectuate the recommended changes.

15 **SECTION TWENTY-EIGHT. Retirement.**

16 The following provisions shall apply to the Employees Retirement System:

17 (a) "Final Average Compensation" is equal to one-half of the sum of (1) and (2) below:

18 (1) The annual compensation received by a member for the two (2) consecutive years
19 of creditable service in which the highest compensation was received preceding the termination
20 of his/her employment, and

21 (2) The balance of a member's sick leave pay on the date of retirement less sick leave
22 hours paid to the member upon termination of his/her employment and less sick leave hours

1 considered as creditable service for the purpose of determining eligibility for retirement benefits,
2 except that said balance cannot exceed twenty-five percent (25%) of a member's total sick leave
3 on the date of retirement.

4 (b) If a member has less than two (2) consecutive years of creditable service his/her final
5 average compensation shall be equal to the sum of (1) and (2) below, divided by (3) below and
6 then multiplied by (4) below:

7 (1) The sum of monthly compensation received by the member for each consecutive
8 month of creditable service immediately preceding the termination of his/her employment, and

9 (2) The balance of a member's sick leave pay on the date of retirement less sick leave
10 hours paid to the member upon termination of his/her employment and less sick leave hours
11 considered as creditable service for the purpose of determining eligibility for retirement benefits,
12 except that said balance cannot exceed twenty-five percent (25%) of a member's total sick leave
13 on the date of retirement.

14 (3) The number of consecutive months of creditable service immediately preceding
15 the termination of his/her employment, and

16 (4) Twelve (12).

17 The years of creditable service of a member shall be the number of years and completed
18 months of service during which he/she receives compensation from the first day of the calendar
19 month following the date of the beginning of each employment with an employer until his/her
20 employment is terminated, subject to the provisions of this section. The years of creditable
21 service of an employee hired after the operative date who had attained the age of sixty (60) years
22 at initial employment shall be the number of years and completed months of service during

1 which he/she receives compensation from October 1, 1988, and hereafter, from the first day on
2 or after October 1, 1988, of the beginning of each employment with an employer until his/her
3 employment is terminated. No creditable service shall be granted for any period of employment
4 before October 1, 1988, after the calendar month in which the member attains age seventy (70).
5 No creditable service for prior employment shall be granted an employee who becomes a
6 member after April 1, 1960, unless he/she was employed by an employer on April 1, 1960.

7 A member's sick leave balance at time of retirement less the sum of (a), (b) and (c) below
8 shall be considered as additional creditable service for calculation of retirement benefits under
9 any provision of this ordinance:

10 (a) Sick leave hours considered as creditable service for the purpose of determining
11 eligibility for retirement benefits, and

12 (b) Sick leave hours paid to the member upon termination of his/her employment, and

13 (c) Sick leave hours used in determining final average compensation.

14 **SECTION TWENTY-NINE. Severability.**

15 The sections of this ordinance shall be severable. In the event that any Section of this
16 ordinance is found by a court of competent jurisdiction to be invalid, the remaining sections of
17 this ordinance are valid, unless the court finds the valid sections of the ordinance are so essential
18 and inseparably connected with and dependent upon the void Section that it cannot be presumed
19 that the Aldermen would have enacted the valid sections without the void ones, or unless the
20 court finds that the valid sections standing alone are incomplete and are incapable of being
21 executed in accordance with the legislative intent.

22 **SECTION THIRTY. Repeal of Previous Ordinance.**

1 **Ordinance Number 71510** and all other ordinances or amendments, or parts thereof
2 conflicting with the provisions of this ordinance are hereby repealed.

3 **SECTION THIRTY-ONE. Emergency Clause.**

4 This ordinance being deemed necessary for the immediate preservation of the public
5 peace, health and safety is declared to be an emergency ordinance pursuant to Article IV,
6 Sections 19 and 20 of the City's Charter.

INDEX TO COMPENSATION ORDINANCE

This index is for general reference purposes and may not reference all provisions of this ordinance. For complete scope refer to specific provisions of this ordinance.

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Approved:	

ORDINANCE 71510

BOARD BILL NUMBER 41 AS AMENDED INTRODUCED BY ALDERWOMAN CAROL HOWARD

An ordinance to regulate employer and employee working relationships between the City of St. Louis and all employees under the Medical Examiner's Office, including a compensation plan, terms and conditions of employment, benefits, leaves of absence, and authorization for a Deferred Compensation Plan; repealing **Ordinance Number 71113**; allocating certain other employees to a grade with rate; and including an emergency clause. The provisions of the sections contained in this ordinance shall be effective June 19, 2022.

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

SECTION 1. ALPHABETICAL LIST OF CLASSES

(a) Beginning with the effective date of this ordinance, the following positions in the Medical Examiner's Office with bi-weekly rates are hereby allocated as listed below in accordance with the classification plan by the Chief Medical Examiner to a grade and overtime code in the following section with rates established in Section 2 of this ordinance.

TITLE	CODE	GRADE/			
		SCHEDULE	OVTM		
Administrative Assistant I	1621	13	G		3
Administrative Assistant II	1622	14	M		1
Administrative Assistant III	1623	15	M		1
Administrative Secretary	1137	13	G		3
Autopsy Technician I	5411	10	G		3
Autopsy Technician II	5412	11	G		3
Autopsy Technician III	5413	12	G		3

1	Autopsy Technician Supervisor	5414	13	G	3
2	Custodian/Courier	3711	8	G	3
3	Executive Director for Operations	1736	23	M	1
4	Executive Secretary to the Chief Medical Examiner	1136	14	G	3
5	Forensic Office Administrator I	1621	19	M	3
6	Forensic Office Administrator II	1622	20	M	1
7	Forensic Office Administrator III	1623	22	M	1
8	Medical Transcriptionist	1122	12	G	3
9	Medicolegal Investigation Supervisor	2355	17	M	2
10	Medicolegal Investigator I	2351	13	G	3
11	Medicolegal Investigator II	2352	14	G	3
12	Medicolegal Investigator III	2353	16	G	3
13	Medicolegal Investigator IV	2354	17	G	3
14	Morgue Attendant	5410	8	G	33
15	Secretary	1132	10	G	3
16	X-ray Technician	5441	11	G	3
17	Intern – Level 1	9991	00	I	3
18	Intern – Level 3	9992	00	I	3
19	Intern – Level 3	9993	00	I	3
20	Intern – Level 4	9994	00	I	3
21	Intern – Level 5	9995	00	I	3
22	Intern – Level 6	9996	00	I	3

SECTION 2. OFFICIAL PAY SCHEDULE FOR MEDICAL EXAMINER GRADES

The Chief Medical Examiner recommends pay schedules for all pay grades denoted in Section 1(a) of the classification plan prepared and adopted by management. The official pay schedules and their corresponding salary ranges as hereby adopted in this Section 2 are as follows:

(a) – General and Management Schedule.

(a) GENERAL AND MANAGEMENT PAY SCHEDULE:

(1) The following bi-weekly pay schedule for all pay grades denoted with the suffix "G" or "M" shall become effective beginning with the bi-weekly pay period following the effective date of this ordinance.

<u>BI-WEEKLY RANGE OF PAY IN WHOLE DOLLARS</u>		
<u>GRADE</u>	<u>MINIMUM</u>	<u>MAXIMUM</u>
7	840	1294
8	912	1404
9	989	1523
10	1074	1654
11	1169	1800
12	1270	1956
13	1400	2156
14	1605	2472
15	1839	2838

1	16	2110	3255
2	17	2421	3739
3	18	2777	4293
4	19	3189	4931
5	20	3662	5664
6	21	3951	6114
7	22	4263	6600
8	23	4601	7126

9 (2) The following bi-weekly pay schedule for all pay grades denoted with the suffix
10 "G" or "M" shall become effective beginning with the bi-weekly pay period starting June 21, 2020.

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

Grade	5	6	7	8	9	10	11	12	13
Step									
1								1270	1400
2								1289	1421
3							1204	1308	1442
4							1222	1328	1464
5							1241	1348	1486
6							1259	1368	1508
7							1278	1389	1531
8							1297	1410	1554
9						1210	1317	1431	1577
10						1228	1337	1452	1601

11					1246	1357	1474	1625
12					1265	1377	1496	1649
13					1284	1398	1518	1674
14				1200	1303	1419	1541	1699
15				1218	1323	1440	1564	1724
16				1236	1343	1462	1588	1750
17				1255	1363	1483	1612	1777
18				1274	1383	1506	1636	1803
19				1293	1404	1528	1660	1830
20		1210	1312	1425	1551	1685	1858	
21		1228	1332	1447	1574	1711	1886	
22		1247	1352	1468	1598	1736	1914	
23		1265	1372	1490	1622	1762	1943	
24		1284	1393	1513	1646	1789	1972	
25	1201	1304	1414	1535	1671	1815	2001	
26	1219	1323	1435	1558	1696	1843	2031	
27	1237	1343	1457	1582	1722	1870	2062	
28	1256	1363	1478	1605	1747	1898	2093	
29	1274	1384	1501	1629	1774	1927	2124	
30	1294	1404	1523	1654	1800	1956	2156	

1

Grade	14	15	16	17	18	19	20	21	22	23
Step										
1	1605	1839	2110	2421	2777	3189	3662	3951	4263	4601
2	1629	1867	2142	2457	2819	3237	3717	4010	4327	4670
3	1654	1895	2174	2494	2861	3285	3773	4070	4392	4740

4	1678	1923	2206	2532	2904	3335	3829	4131	4458	4811
5	1703	1952	2239	2570	2947	3385	3887	4193	4525	4883
6	1729	1981	2273	2608	2992	3435	3945	4256	4592	4957
7	1755	2011	2307	2647	3036	3487	4004	4320	4661	5031
8	1781	2041	2342	2687	3082	3539	4064	4385	4731	5106
9	1808	2072	2377	2727	3128	3592	4125	4451	4802	5183
10	1835	2103	2413	2768	3175	3646	4187	4518	4874	5261
11	1863	2134	2449	2810	3223	3701	4250	4585	4947	5340
12	1891	2166	2485	2852	3271	3756	4314	4654	5022	5420
13	1919	2199	2523	2895	3320	3813	4378	4724	5097	5501
14	1948	2232	2561	2938	3370	3870	4444	4795	5173	5584
15	1977	2265	2599	2982	3421	3928	4511	4867	5251	5667
16	2007	2299	2638	3027	3472	3987	4578	4940	5330	5752
17	2037	2334	2678	3072	3524	4047	4647	5014	5410	5839
18	2067	2369	2718	3118	3577	4107	4717	5089	5491	5926
19	2098	2404	2758	3165	3630	4169	4787	5165	5573	6015
20	2130	2440	2800	3213	3685	4232	4859	5243	5657	6105
21	2162	2477	2842	3261	3740	4295	4932	5321	5742	6197
22	2194	2514	2884	3310	3796	4360	5006	5401	5828	6290
23	2227	2552	2928	3359	3853	4425	5081	5482	5915	6384
24	2260	2590	2972	3410	3911	4491	5157	5564	6004	6480
25	2294	2629	3016	3461	3970	4559	5235	5648	6094	6577
26	2329	2668	3061	3513	4029	4627	5313	5733	6185	6676
27	2364	2708	3107	3565	4090	4696	5393	5819	6278	6776
28	2399	2749	3154	3619	4151	4767	5474	5906	6372	6878
29	2435	2790	3201	3673	4213	4838	5556	5995	6468	6981

(b) SHIFT DIFFERENTIAL: Shift differential shall be paid for certain work assignments.

The Chief Medical Examiner shall determine the work assignments for which shift differential will be paid. The assignment or removal of an employee from a work assignment having a shift differential shall be determined by the appointing authority and will not constitute a promotion, demotion, advancement or reduction in pay. The shift differential shall be added to the employee's regular bi-weekly rate.

(1) In order for an employee in Section 2(a) to be eligible for shift differential compensation, the employee must work a shift that requires the completion of four (4) hours of work between the hours of 4:00 p.m. and 8:00 a.m. the following morning. Employees who are assigned to work schedules that require them to rotate among three shifts (day, evening, night) on a bi-monthly or more frequent basis shall be eligible for shift differential compensation for all three shifts worked.

For employees whose pay range is established in Section 2(a) the shift differential premium shall be one percent (1 percent) of the employee's regular base bi-weekly rate for each eligible shift worked in a bi-weekly pay period.

An employee whose pay range is established in Section 2(a) shall receive shift differential for working a portion of an eligible shift, providing the portion of the shift not worked is charged to paid leave. Shift differential shall only be paid for whole hours worked; a fraction of an hour shall not be counted toward the payment of the differential.

(2) Except as otherwise provided in this ordinance, shift differential shall not be paid to employees compensated on an hourly or per performance basis, or bi-weekly paid employees

1 who work part-time. Neither shall shift differential be paid to full-time regular employees docked
2 for any portion of an eligible shift.

3 **(c) WEEKEND DIFFERENTIAL:** When employees whose pay range is established in
4 Section 2(a) work on a Saturday and/or a Sunday they shall be eligible for weekend differential.
5 This differential shall be one percent (1 percent) of an employee's base bi-weekly rate. An
6 employee shall receive weekend differential for working any portion of an eligible day. This
7 differential shall only be paid for whole hours worked, providing the portion of the day not worked
8 is charged to paid leave. Weekend differential shall not be paid to employees compensated on an
9 hourly or per performance basis or bi-weekly paid employees who work part-time. Neither will
10 the weekend differential be paid to full-time regular employees docked for any portion of a day on
11 which the differential would otherwise be paid.

12 **(d)** The Chief Medical Examiner may establish per performance rates of pay, hourly rates of
13 pay, or rates of pay for units of work and the conditions for making of any such payments. Such
14 per performance, hourly, or unit-of-work rates may be computed from the bi-weekly scales
15 established in this ordinance. Per performance, hourly, or unit-of-work rates shall be established
16 considering the nature of employment, community practices in compensating similar employment,
17 and the purpose of the program for which the rate is established. Employees paid per performance,
18 hourly, or unit-of-work rates of pay shall not be entitled to vacation, medical leave or holiday leave
19 with pay or other benefits accorded employees paid a bi-weekly rate except that an appointing
20 authority, with the prior approval of the Chief Medical Examiner, and when sufficient funds have
21 been appropriated for the fiscal year, may establish a modified level or type of benefit program

1 when the provision of such benefit is needed in order to attract and retain sufficiently qualified
2 employees to work in specific per performance, hourly, or unit-of-work assignments.

3 The Chief Medical Examiner is not permitted to utilize per performance and hourly
4 employees as a method of replacing bi-weekly rate employees who would be entitled to employee
5 benefits. Therefore, per performance and hourly employees will be limited to work an equivalent
6 of ten (10) months of full-time employment (1,733 hours) per year.

7 **(e)** The Chief Medical Examiner may establish trainee rates of pay. Such trainee rates may be
8 established on an hourly, per performance or bi-weekly basis and shall be less than the rate paid
9 to a regular employee.

10 **(f)** The Chief Medical Examiner, may establish rates and conditions under which
11 compensation may be granted for periods of time during which an employee is away from the job
12 site but restricted in his/her activities because of an assignment by the Chief Medical Examiner to
13 be available for a call to return to the work site to perform emergency duties. Pay rates and
14 conditions established under the provisions of this Section 2(l) may include reasonable minimum
15 pay guarantees for employees required to return to the work site to perform emergency duties. The
16 provisions of this *Section 2(l)* shall not be construed to restrict the right of the Medical Examiner
17 to establish call back procedures for employees as an established condition of employment.

18 **(g)** The Chief Medical Examiner may authorize payment of special recruitment bonuses,
19 travel, moving and related expenses to recruit employees for positions when funds for this purpose
20 are appropriated to the Office of the Medical Examiner.

21 **(h)** The Chief Medical Examiner may approve the payment of hiring incentives to current
22 employees to recruit qualified personnel for positions that are difficult to fill. Hiring incentives

1 shall be in any amount up to twenty-five percent (25 percent) of the annual salary of the position
2 for which the recruitment is made.

3 (i) (1) The Chief Medical Examiner may establish cash awards or other incentives for an
4 employee or group of employees to recognize and reward increased productivity or effectiveness.
5 The incentives offered may include cash, paid time off, and such other reasonable incentives as
6 the Chief Medical Examiner may determine. Cash awards shall be made from the personal services
7 appropriation of the unit, the account from which the employee's salary is paid or from a general
8 appropriation for this purpose.

9 (2) The Chief Medical Examiner may establish a program of cash awards or other
10 incentives, not to exceed ten percent (10 percent) of annual salary, paid as an addition to pay, for
11 the purpose of providing additional compensation for employees who are fluent in a foreign
12 language and who use this skill in the necessary and regular recurring performance of the duties
13 of their position. Cash awards shall be made from the personal services appropriation of the unit,
14 the account from which the employee's salary is paid or from a general appropriation for this
15 purpose. Cash awards and incentives under this program shall be made in accordance with
16 guidelines established by the Chief Medical Examiner.

17 (3) Notwithstanding any other provision in this ordinance, the Chief Medical Examiner
18 is authorized to extend the maximum of the pay ranges by up to twenty-five percent (25 percent)
19 for the purpose of compensating positions which are extremely hard to fill.

20 (4) The Chief Medical Examiner may provide an Employee Suggestion Program,
21 which grants cash and other awards to recognize employee suggestions, which improve City
22 services, operations or facilities. Cash awards to employees for suggestions resulting in tangible

1 savings to the City shall not exceed ten percent (10 percent) of the annual tangible net savings.
2 Cash awards and payments for other awards shall be made from an appropriation for a suggestion
3 program or other appropriate account. Additionally, cash awards for suggestions shall be granted
4 as an addition to pay, which does not change an employee's bi-weekly rate. The Employee
5 Suggestion Program shall be administered in accordance with regulations established by the Chief
6 Medical Examiner. The Chief Medical Examiner may establish an authority to evaluate
7 suggestions and determine awards; the decisions of this authority shall be final.

8 (j) An employee who is appointed to a position requiring advanced technical skills or
9 professional qualifications may be paid at a higher rate than prescribed for the class in Section 2
10 of this ordinance on recommendation of the manager/supervisor with the prior approval of the
11 Chief Medical Examiner. Such advancement shall be made solely on the basis that the employee
12 possesses exceptional academic qualifications related to the duties of the position or that the
13 employee is registered or certified by an organization or board recognized by the Chief Medical
14 Examiner to be especially suited, considering the duties of the position, and when such academic
15 qualification, registration, or certification is not deemed a necessary qualification for the class of
16 position.

17 The Chief Medical Examiner may also establish other bonus, incentive, or reimbursement
18 programs to encourage current employees to attain registration, licensure, certification, or proof of
19 professional mastery when it is deemed to be in the best interest of the Medical Examiner's Office,
20 or when such credentials are clearly recognized as adding to the capability of individuals in that
21 area. Incentives, bonuses, or reimbursements awarded under such programs do not result in an

employee being ruled ineligible for bonuses or salary increases permitted under other sections of this pay ordinance.

(k) The Chief Medical Examiner may establish a program to reimburse, in whole or in part, expenses incurred by employees for the purchase of uniform apparel required in the performance of the duties of their positions, when funds have been budgeted therefore.

The Chief Medical Examiner may exercise the option to furnish such uniform as may be required in the employee's performance of his/her duties.

The Chief Medical Examiner may establish regulations relating to employees' eligibility for reimbursement for uniforms.

Further, when funds have been budgeted therefore, the Chief Medical Examiner may authorize reimbursement to uniformed investigative or autopsy room employees of up to fifty dollars (\$50) per incident for damage to personal property sustained while the employee was directly engaged in performing assigned and/or authorized duties during a shift.

(l) (1) Contingency assignment differential will be paid for certain assignments when immediate position coverage is needed for any unexpected reason (*e.g.* death, forced leave, emergency illness, etc.) in a higher pay grade, and shall be granted at the onset of the assignment, not to extend more than one pay period. The Chief Medical Examiner will determine the assignments for which Contingency Assignment Differential will be paid. The assignment of an employee to said assignment having a contingency assignment differential will be determined by the Chief Medical Examiner and will not constitute a promotion or advancement in pay. In addition, the removal of an employee from said assignment shall not constitute a demotion or reduction in pay. The Chief Medical Examiner will review the qualifications of the employee

1 being considered for the assignment to determine if they meet the necessary minimum
2 qualifications for the position being considered.

3 For an employee whose pay range is established in Section 2(a) with the prior approval of
4 the Chief Medical Examiner, the contingency assignment differential will be ten percent (10
5 percent) of the employee's regular base bi-weekly rate added as an addition to pay for each bi-
6 weekly period worked or one percent (1 percent) of the employee's regular base bi-weekly rate for
7 each shift assignment covered, not to exceed one (1) pay period.

8 (2) Temporary assignment differential will be paid for certain assignments when a
9 vacancy exists for any reason (*e.g.* separations, terminal vacation, leave of absence, military leave,
10 etc.) in a position with a higher pay grade, and shall be granted for at least one (1) pay period but
11 not more than thirteen (13) pay periods, and offset by any days that the employee by reason of
12 absence is not fulfilling the assignment. The Chief Medical Examiner will determine the
13 assignments for which the temporary assignment differential will be paid. The assignment or
14 removal of an employee from said assignment having a temporary assignment differential will be
15 determined by the Chief Medical Examiner and will not constitute a promotion, demotion,
16 advancement, or reduction in pay. The intended employee must meet the minimum qualifications
17 for the position to be assigned. The temporary assignment differential shall be computed as an
18 addition to pay and not affect the employee's regular bi-weekly rate.

19 For an employee whose pay range is established in Section 2(a) with the prior approval of
20 the Chief Medical Examiner, the temporary assignment differential will be ten percent (10 percent)
21 of the employee's regular base bi-weekly rate added as an addition to pay for each bi-weekly
22 period worked, not to exceed thirteen (13) pay periods. The Chief Medical Examiner may require

1 the establishment of a department policy on temporary assignment differential pay and must sign
2 off on the policy prior to authorizing temporary assignment differential.

3 **(m)** City employees who are required by the Chief Medical Examiner to routinely use their
4 personal vehicle in the performance of their duties shall be compensated by receiving a vehicle
5 maintenance and use allowance of two-hundred seventy dollars (\$270.00) per month.

6 **SECTION 3. SUBSISTENCE AND MAINTENANCE CHARGES**

7 Except as otherwise provided in this ordinance, a deduction shall be made on the payroll
8 or a cash charge shall be collected for subsistence and maintenance provided to employees at a
9 rate to be determined by the employee's department or agency head and the Comptroller of the
10 City of St. Louis. The department or agency head shall establish reasonable charges or deductions
11 which have been calculated and assessed with due consideration for all identifiable costs, including
12 labor and overhead, but shall not exceed the actual cost of the items to the City. When the Chief
13 Medical Examiner determines that the duties and responsibilities of a position require an employee
14 to occupy a room or apartment, there shall be no charge for such accommodations.

15 **SECTION 4. SALARY RANGE LIMITATIONS**

16 No employee in the Medical Examiner's Office shall be paid at a rate lower than the
17 minimum or higher than the maximum of the salary range established for the class to which his/her
18 position has been allocated, except as otherwise provided in this ordinance.

19 **SECTION 5. STARTING SALARY**

20 **(a)** The rate of pay for an excepted position to be paid upon original appointment to the class
21 shall be determined by the Chief Medical Examiner for the excepted position.

1 **(b)** Except as otherwise provided in this ordinance, the minimum rate of pay for a position
2 shall be paid upon original appointment to the class unless the Chief Medical Examiner finds that
3 it is difficult to secure the services of persons with minimum qualifications or experienced
4 qualified persons at the minimum rate.

5 The Chief Medical Examiner may establish a recruitment rate for a single position or all
6 positions in a class and authorize employment at an amount above the minimum but within the
7 regular range of salary established for the class. When a recruitment rate is established for an
8 entire class, employees already in such class may have their salaries adjusted to appropriate rates
9 in the new range resulting from the establishment of the recruitment rate.

10 In the event that the Chief Medical Examiner finds that it is difficult to secure the services
11 of sufficient numbers of employees for a class or occupational series after a diligent recruitment
12 effort, the Chief Medical Examiner may establish a new maximum rate for the class(es) which is
13 not more than twenty-five percent (25 percent) above the maximum established in this ordinance.

14 **(c)** Employees with permanent status who are eligible for reemployment as determined by the
15 Rules of the Department of Personnel shall be reemployed at an appropriate rate within the new
16 salary range which takes into consideration the employee's prior service in the position, as
17 determined by the Chief Medical Examiner.

18 **SECTION 6. PROMOTION, DEMOTION, REALLOCATION, TRANSFER AND**
19 **TEMPORARY PROMOTION**

20 An employee who is transferred, promoted, demoted, or whose position is reallocated after
21 the effective date of this ordinance, shall have his/her rate of pay for the new position determined
22 as follows:

1 **(a)** Promotion: This shall be defined as a change of an employee in the Medical Examiner's
2 Office from a position of one class to a position of another class with a higher pay grade or a higher
3 starting minimum salary.

4 (1) When an employee is promoted to a position in the General or Management Pay
5 Schedule, the employee's current bi-weekly rate of pay shall be set at a rate which is five percent
6 (5 percent) higher than the rate received immediately prior to the promotion or adjusted to the
7 nearest step in the new pay matrix which is not less than but is closest to a rate which is five percent
8 (5 percent) higher than the rate received immediately prior to promotion. The Chief Medical
9 Examiner, may increase the pay of an employee up to twenty percent (20 percent), adjusted to the
10 nearest step, when such action is needed to attract experienced, qualified candidates for a position.
11 Such salary determinations shall take into consideration the nature and magnitude of the accretion
12 of duties and responsibilities resulting from the promotion. However, no employee shall be paid
13 less than the minimum rate nor more than the maximum rate for the new class of position, except
14 as otherwise provided in this ordinance.

15 (2) Temporary Promotion: When an employee, whose salary range is established in
16 Section 2(a) is certified and temporarily promoted to a vacant position, for a limited duration, the
17 employee's current salary shall be adjusted as provided in Paragraph (a)(1) of this Section. Upon
18 expiration of the temporary promotion, the employee shall be returned to his/her former rate of
19 pay, adjusted by any increases the employee would have received in the absence of the temporary
20 promotion. In no case shall the employee's salary be above the maximum of the salary range,
21 unless otherwise provided for in this ordinance.

1 **(b)** Demotion: This shall be defined as a change of an employee in the Medical Examiner's
2 Office from a position of one class to a position of another class which has a lower pay grade and
3 a lower starting minimum salary.

4 (1) If an employee is demoted for disciplinary reasons in accordance with the Rules of
5 the Medical Examiner's Office and established disciplinary procedures, his/her rate of pay shall
6 be established at a rate within the range for the new position which is at least five percent (5
7 percent) lower than the rate received immediately prior to the demotion or reduced to the nearest
8 step which is at least five percent (5 percent) lower than the rate received immediately prior to the
9 demotion, except no employee shall be reduced below the minimum of the range unless otherwise
10 provided for in this ordinance. The amount of the reduction shall be determined by the Chief
11 Medical Examiner.

12 (2) If an employee accepts a voluntary demotion, his/her current rate of pay shall be
13 reduced within the range for the new position which is five percent (5 percent) lower, to the closest
14 step, than the rate received immediately prior to demotion, except that employees who are in a
15 working test period and demote to their previous class of position or pay grade, will return to the
16 rate or step received immediately prior to the promotion, plus any adjustments as otherwise
17 provided in this ordinance. No employee shall be paid less than the minimum nor more than the
18 maximum rate for the new class of position, except as otherwise provided in this ordinance.

19 (3) When an employee is demoted for reasons in the best interest of the Medical
20 Examiner Office as determined by the Chief Medical Examiner, his/her salary may be reduced by
21 reason of the new salary range and grade with the prior approval of the Chief Medical Examiner.
22 If the salary of such employee is above the maximum for the new position the employee's salary

shall not be increased so long as he/she remains in the position, except as otherwise provided by this ordinance.

(c) Reallocation:

(1) If the employee's position is reallocated to a class in a lower pay grade and the employee's rate of pay for the previous position is within the salary range of the new position, his/her salary shall remain unchanged or adjusted to the closest step provided the employee's rate of pay shall not be reduced.

(2) The salary of an employee whose position is allocated to a class in a higher pay grade shall be determined in accordance with the provisions of this Section 6(a)(1) relating to salary advancement on promotion.

(d) Transfer: The salary rate of an employee who transfers to a different position in the same class, or from a position in one class to a position in another class in the same pay grade, shall remain unchanged, provided that no employee shall be paid less than the minimum rate nor more than the maximum rate for the new class of position, except as otherwise provided in this ordinance.

(e) Over Maximum: The salary of an employee, which is in excess of the maximum of the range prescribed by this ordinance for the class and grade to which his/her position has been allocated or may be reallocated, shall not be reduced by reason of the new salary range and grade. The salary of such employee shall not be increased so long as he/she remains in the class of position, except as otherwise provided by this ordinance.

SECTION 7. SALARY ADJUSTMENT

Salary adjustments for all employees in competitive positions shall be based on considerations of merit, equity, or success in fulfilling predetermined goals and objectives as herein provided.

(a) Competitive positions for which salary is established in Section 2(a) - General and Management Schedule;

(1) Any employee whose salary is established in Section 2(a) – General and Management Pay Schedules, may receive a service rating in accordance with the City’s Service Rating Manual. The rating together with the standards of performance established in the rating manual shall determine eligibility for a two percent (2 percent) or in the second year, a one step within-range (merit) increase at intervals as outlined in the City’s Service Rating Manual or other pay regulation(s) or ratings as determined by the Chief Medical Examiner.

(2) Effective June 19, 2022 all full-time employees will receive a 3 percent across the board increase in pay, additionally all full-time employees will receive a one-time \$2,000.00 lump sum for all full-time employees also effective July 3, 2022. All full-time employees who meet the eligibility requirements to be approved for FML will be entitled to 6 weeks of paid Family Medical Leave. Upon passage of this Ordinance an emergency clause will be in effect.

(3) A non-exempt (Overtime Code 3 or 4) employee whose pay is established in Section 2(a) of this ordinance who receives an Overall Rating of “Unsuccessful” as defined by the City’s Service Rating Manual, shall have his/her salary reduced as determined by the standards established in the City’s Service Rating Manual, but not less than the minimum of the pay grade range.

1 **(b)** As used in this ordinance, "anniversary date" means the date following fifty-two (52) weeks
2 of continuous service from the date of original appointment or from the date of the last salary
3 adjustment, if other than a temporary reduction in pay for disciplinary reasons, a demotion or an
4 across-the-board ordinance increase, an increase resulting from an authorized incentive program,
5 or an upgrade of the classification concurrent with adoption of the ordinance. Absence from
6 service as a result of any authorized paid leave, suspensions, military leave, or family/medical
7 leave will not interrupt continuous service. Absence from service for any other cause shall result
8 in breaking continuity of service and establishment of a new anniversary date, except as otherwise
9 provided in this ordinance. The Chief Medical Examiner may authorize different anniversary dates
10 for an employee or groups of employees.

11 **(c)** The Chief Medical Examiner may evaluate the performance of an employee whose salary
12 is established in Section 2(a) of this ordinance for the purpose of a salary adjustment only at
13 intervals as described above except in the case of:

14 (1) Exceptional performance of duties:

15 With the prior approval of the Chief Medical Examiner may advance the salary of an
16 employee who demonstrates exceptional performance of duties after serving twenty-six (26) weeks
17 of employment at the same rate in the salary range by not more than ten percent (10 percent) or to
18 the closest step in the pay range which provides not more than a ten percent (10 percent) increase;
19 this may be in addition to any merit increase received.

20 (2) Substandard performance of duties:

21 The Chief Medical Examiner may reduce the salary of an employee whose level of
22 performance is significantly diminished and no longer warrants payment at the current rate within

the range as provided in the City's Service Rating Manual; providing the employee's salary is above the minimum of the range, established in Section 2(a) and allocated to Overtime Code 3 or Overtime Code 4.

The granting of any such increase or decrease in salary shall be made at the beginning of a payroll period, as determined by the Chief Medical Examiner, following approval of such salary action.

(d) The Chief Medical Examiner may approve adjustments to correct or mitigate serious and demonstrable internal pay inequities. Salary adjustments under this provision shall preclude adjustments to compensate or reward employees for long-term or meritorious service.

(e) The pay of any employee may be decreased as a disciplinary action by the Chief Medical Examiner to a lower rate. Any such decrease shall be made in accordance with the established disciplinary procedures. The decrease shall not be greater than fifteen percent (15 percent) of the current salary rate. The decrease may be below the minimum of the pay range for the class. The appointing authority may determine the pay decrease shall be effective for a specific number of bi-weekly pay periods provided, however, that such decrease shall not be effective for more than thirteen (13) bi-weekly pay periods.

(f) An employee who is temporarily promoted shall be eligible for within range salary adjustments under provisions of this Section 7.

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

SECTION 8. INCOME SOURCES

Any salary paid to an employee in the Medical Examiner's Office shall represent the total remuneration for the employee, excepting reimbursements for official travel and other payments specifically authorized by ordinance. No employee shall receive remuneration from the City in addition to the salary authorized in this ordinance for services rendered by the employee in the discharge of the employee's ordinary duties, of additional duties which may be imposed upon the employee, or of duties which the employee may undertake or volunteer to perform.

Whenever an employee not on an approved paid leave works for a period less than the regularly established number of hours a day, days a week or days bi-weekly, the amount paid shall be proportionate to the hours in the employee's normal work week and the bi-weekly rate for the employee's position. The payment of a separate salary for actual hours worked from two (2) or more departments, divisions or other units of the City for duties performed for each of such agencies is permissible if the total salary received from these agencies is not in excess of the maximum rate of pay for the class.

SECTION 9. CONVERSION

(a) Pay schedules in Sections 2(a) and 2(b) in Ordinance 69193 shall continue in effect until the beginning of the first bi-weekly pay period starting after the effective date of this ordinance, and the rates to be paid to employees in positions of any classes for which a rate is established or changed in Section 2(a) and 2(b) of this ordinance shall become effective and be adjusted (if necessary) as follows:

(1) The salary of each employee whose pay range is established in Section 2(a) or 2(b) of this ordinance whose class has been allocated to a higher pay grade in the appropriate pay schedule as determined by the Chief Medical Examiner shall have their current salary increased to

1 a rate, rounded to the nearest whole dollar, which is not less than but is closest to a rate which is
2 five percent (5 percent) higher than the rate received immediately prior to promotion, but not less
3 than the minimum of the pay range, whichever is the greater.

4 (2) The salary of each employee whose pay range is established in Section 2(a)(2) and
5 2(b)(2) of this ordinance shall upon June 14, 2015 be placed in the matrix according to the
6 respective pay grades at the step that is closest to their current salary. If an employee's salary is
7 between steps, the employee's salary shall be placed at the higher step.

8 (b) No employee shall be reduced in salary by reason of the adoption of the new pay schedules
9 in this ordinance.

10 (c) The salary of an employee serving in a trainee position, which remains above the new
11 trainee rate for his/her position, shall remain unchanged.

12 (d) The Chief Medical Examiner may establish a special conversion procedure for a class or
13 position in the event that the Director determines that a serious inequity would be created by the
14 application of the conversion procedures established in this Section 9.

15 (e) The Chief Medical Examiner shall establish such procedures as needed to place this
16 ordinance into effect and interpret its provisions.

17 **SECTION 10. PAYMENT OF SALARIES**

18 All compensation for positions in the Medical Examiner's Office shall be paid bi-weekly.
19 The Chief Medical Examiner and Comptroller shall establish the procedure for listing employees
20 on the various payrolls. The payment due each employee for service, except as otherwise provided,
21 shall be made not later than sixteen (16) days after the end of the bi-weekly pay period. In the
22 event that an employee is dismissed or has been employed for occasional or emergency work, the

1 Comptroller may immediately pay the employee upon termination of service without waiting for
2 the regular bi-weekly pay date of the Department, Division, Section, Office, Agency, Board or
3 Commission where the employee worked.

4 **SECTION 11. CHANGES TO CLASSIFICATION PLAN**

5 Whenever the Chief Medical Examiner finds it necessary to add a new class to the
6 classification plan, the Chief Medical Examiner shall allocate the class to an appropriate grade and
7 schedule in this ordinance and notify the Board of Aldermen of this action.

8 Whenever the Chief Medical Examiner finds it necessary to change the overtime code of
9 an existing class within the classification plan, the Chief Medical Examiner shall change the
10 overtime code and notify the Board of Aldermen of this action.

11 Whenever the Chief Medical Examiner finds it necessary to change the pay schedule of an
12 existing class within the classification plan, the Chief Medical Examiner shall allocate the class to
13 the appropriate schedule in this ordinance and notify the Board of Aldermen of this action.

14 The pay grade allocated to a class of position within the classification plan shall remain
15 unchanged for the duration of the existing compensation ordinance. Whenever the Chief Medical
16 Examiner considers it necessary to change the pay grade of an established class of position, such
17 adjustment can only be made concurrent with the adoption of a new compensation ordinance.
18 Recommendation for the allocation of a new pay grade shall be made by the Chief Medical
19 Examiner for final approval by the Board of Aldermen.

20 **SECTION 12. PAYROLL FORM**

21 The Chief Medical Examiner shall prescribe forms on which subordinate managers shall
22 certify to the fact that a vacancy exists in a lawfully created position and to the lawful appointment

1 of a person to fill the position. The Chief Medical Examiner shall indicate on these forms the
2 proper allocation of the position and the rate at which payment is to be made. When approved by
3 the Chief Medical Examiner and submitted to the Comptroller, these forms shall constitute
4 authorization for the initial placing of a person's name on the payroll. The Comptroller shall not
5 authorize any change in the rate of pay of an individual on the payroll unless approved by the Chief
6 Medical Examiner. The Comptroller shall provide the Chief Medical Examiner with a copy of
7 each payroll audited and found correct within twenty-one (21) days after audit and approval of the
8 payroll by the Comptroller's Office.

9 **SECTION 13. CERTIFICATION OF PAYROLL**

10 The Chief Medical Examiner shall certify on each payroll or a subsidiary document that
11 each person whose name appears on the payroll has been lawfully appointed at a salary provided
12 by this ordinance and that the employee has actually worked the time for which he/she will be
13 paid, subject to the provisions of this ordinance governing hours of work and leaves of absence in
14 the Medical Examiner's Office.

15 **SECTION 14. MINIMUM WORK HOURS**

16 The Chief Medical Examiner shall establish procedures to assure that the employees under
17 his/her supervision are actively engaged in the performance of the duties of their positions in
18 accordance with the provisions of this section.

19 Each manager/supervisor shall submit to the Chief Medical Examiner the work schedule
20 established for each position in the work unit. Work schedule reports shall be submitted upon
21 request of the Chief Medical Examiner or whenever the manager/supervisor proposes to change
22 the permanent work schedule of a position. The work schedule submitted by the

1 manager/supervisor shall constitute the normal work schedule for the position when approved by
2 the Chief Medical Examiner.

3 All employees in the Medical Examiner's Office shall be in attendance at their work in
4 accordance with schedules established under the provisions of this Section 14, subject to other
5 provisions of this ordinance with respect to hours, holidays, vacation, medical leave, furloughs,
6 sick leave, military leave, and leaves of absence with or without pay.

7 **(a)** Employees whose salaries are established in Section 2(a): Forty (40) hours shall constitute
8 the average minimum required weekly hours of service in an employment cycle under regular full-
9 time employment for all City employees paid on a bi-weekly basis and occupying positions in the
10 Medical Examiner's Office. The minimum daily and annual service required of such employees
11 shall be in proportion to the average minimum weekly hours established.

12 Each manager/supervisor shall so arrange the time for reporting for work, for luncheon
13 intermission, and for quitting work of the various employees under their jurisdiction.

14 **(b)** Management Employees: Managers for employees occupying full-time positions whose
15 salaries are established in Section 2(a) of this ordinance shall initiate procedures to see that such
16 employees are engaged in the performance of their duties on a full-time basis. Full-time
17 employment for any employee whose classification is denoted in the Management Schedule shall
18 be defined as an average of forty (40) hours per week of time devoted to the duties of the position
19 on an annual basis.

20 **SECTION 15. OVERTIME**

21 **(a)** The Chief Medical Examiner shall determine those positions in the Medical Examiner's
22 Office of the City of St. Louis which are exempt from overtime compensation and those positions

1 which are not exempt from overtime compensation. The overtime codes established for each class
2 in Section 1(a) of this ordinance shall be interpreted as follows:

3 OVERTIME CODE (OVTM):

4 1 These classes are primarily managerial in nature, but may also include some
5 professional or administrative classes that are ineligible for overtime pay
6 under all but emergency conditions as described in Section 15(d) of this
7 ordinance.

8 2 These are supervisory, professional, and administrative classes that are
9 exempt from overtime compensation, but which the City compensates for
10 overtime at the straight (1.0x) time rate.

11 3 These are non-exempt classes that receive overtime compensation at the one
12 and one-half (1.5x) time rate.

13 Managers/Supervisors are prohibited from changing employee work schedules to avoid the
14 payment of overtime.

15 For purposes of determining overtime pay rates for non-exempt employees, the regular
16 hourly rate of pay shall be used.

17 Any employee in a class which has been allocated to Overtime Code 3 (non-exempt) in
18 this ordinance shall be compensated for overtime work in accordance with the provisions of this
19 section. Each manager/supervisor shall designate and submit to the Chief Medical Examiner the
20 official work week and schedule or work cycle for all non-exempt positions in the work unit. The
21 average number of scheduled hours in a bi-weekly pay period shall not be less than eighty (80) for
22 full-time employment.

1 Whenever an Overtime Code 3 employee whose pay matrix is in Section 2(a) works hours
2 in excess of the maximum established for an official work week or work cycle, usually forty (40)
3 hours in a work week such hours shall be paid at the one-and-one-half time (1.5x) rate. In addition
4 to the actual hours worked, vacation, and compensatory time only shall count as hours worked for
5 the purpose of determining eligibility for overtime compensation.

6 **(a)** Any employee in a class which has been allocated to Overtime Code 2 in Section 1(a) of
7 this ordinance shall be compensated for overtime by granting the employee pay or compensatory
8 time off at the straight (1.0x) time rate. Each appointing authority shall designate and submit to
9 the Chief Medical Examiner the official work week or work cycle, which is usually forty (40)
10 hours, for all exempt (Code 2) positions in the work unit. Whenever a full-time employee in an
11 exempt (Code 2) position is directed by management, with the approval of the appointing
12 authority, to work hours in excess of the maximum established for an official work week or work
13 cycle it shall be considered overtime. In addition to the actual hours worked, vacation, and
14 compensatory time only shall count as hours worked for the purpose of determining eligibility for
15 overtime compensation. Straight time (1.0x) overtime shall be compensated at the employee's
16 regular hourly rate of pay, or by granting the eligible employee compensatory time off at the rate
17 of one (1) hour for each hour of overtime worked. The average number of scheduled hours in a
18 bi-weekly pay period shall not be less than eighty (80) for full-time employment. The regular
19 hourly rate of pay for an exempt (Code 2) bi-weekly paid employee shall be determined by dividing
20 the employee's regular bi-weekly rate of pay by the average number of regularly scheduled hours
21 of work in a bi-weekly pay period.

1 **(b)** Part-time bi-weekly paid employees and employees paid on an hourly or per performance
2 basis shall be compensated for overtime work in accordance with the overtime provisions of this
3 section and with consideration for community practices in compensating similar employment.

4 **(c)** The Chief Medical Examiner may compensate Overtime Code 1 employees at the straight-
5 time (1.0x) rate, when both of the following conditions exist: 1) the Mayor of the City of St. Louis
6 declares an emergency due to serious and protracted conditions which threaten continuous City
7 Service, preservation of public peace, health, or safety, and 2) the Chief Medical Examiner directs
8 an employee or group of employees to work in excess of forty (40) hours per week. The
9 manager/supervisor shall maintain attendance records of the assignment(s) and submit such
10 records at the request of the Chief Medical Examiner.

11 **(e)** Employees who wish to use compensatory time earned in lieu of pay must make their
12 request in writing at least twenty-four (24) hours in advance of the day or days requested. The
13 manager/supervisor shall keep in mind the staffing needs of the department when granting time
14 off, but in any case time off will not be unreasonably denied.

15 Pay shall be the regular method of compensation for recorded overtime hours of work for
16 employees in classes with Overtime Code 3. However, a manager/supervisor shall compensate a
17 non-exempt bi-weekly paid employee for overtime work by granting the employee compensatory
18 time off in lieu of pay only if the employee requests compensatory time, in writing.

19 Employees engaged in public safety, emergency response or seasonal activity as defined
20 by the Chief Medical Examiner may have a maximum balance of two hundred forty (240) hours
21 of compensatory time; except that Management Personnel shall only be allowed to accumulate up
22 to forty (40) hours of compensatory time. All other employees are allowed a maximum balance

1 of one hundred twenty (120) hours of compensatory time. These maximum balances of
2 compensatory time shall apply to employees working an average work week of forty (40) hours;
3 the maximum balance of compensatory time for employees whose average work week is more or
4 less than forty (40) hours shall be proportionate. No provision of this section establishing a
5 maximum balance of compensatory time shall serve to cancel any compensatory time due to an
6 employee or to deny an employee payment for recorded compensatory time earned in accordance
7 with the provisions of the compensation ordinance in effect at the time the compensatory time was
8 earned.

9 Each manager/supervisor shall establish procedures to assure that non-exempt employees
10 are promptly granted time off when such employees request to use their earned compensatory time.

11 A manager/supervisor may not deny non-exempt employees' requests for earned compensatory
12 time off except when such approval would create an extreme business hardship. When a
13 manager/supervisor determines that the work schedule of the organization will not permit the
14 granting of such time off, the manager/supervisor shall pay the employee in that same pay period
15 for all or a portion equivalent to the time requested of the employee's accrued compensatory time.
16 This provision requiring the prompt granting of requested time off applies only to compensatory
17 time that is earned as a result of the employee working overtime; it does not apply to compensatory
18 time earned as a result of an incentive program or bonus award program.

19 Compensatory time earned by exempt employees shall be granted to an employee at the
20 discretion of the manager/supervisor in one of the following ways: 1) on request of the employee;
21 2) on termination of services with the City.

(f) Before an employee is transferred, promoted or demoted from a position under one manager/supervisor to a position under another manager/supervisor or to another unit with a different appropriation, all compensatory time shall be granted or paid. Upon the death of an employee, the person or persons entitled by law to receive any compensation due to the employee shall be paid any amount due to the employee on the date of death.

(g) All sections shall keep daily attendance records of Medical Examiner Employees and shall submit periodic reports of: 1) unexcused absences and leaves; 2) reports of overtime earned, granted, and paid; or 3) the nonoccurrence of same to the Chief Medical Examiner in the form and on the dates specified as required or requested.

SECTION 16. HOLIDAYS

(a) Medical Examiner employees working full-time who are paid a bi-weekly rate shall be entitled to leave with pay, pay, or compensatory time off in lieu of pay or paid leave for regularly scheduled work on the following designated holidays:

<u>DATE</u>	<u>HOLIDAY</u>
January 1	New Years Day
Third Monday in January	Rev. Martin Luther King Jr. Day
Third Monday in February	Presidents' Day
Last Monday in May	Memorial Day
June 19	Juneteenth
July 4	Independence Day
First Monday in September	Labor Day
November 11	Veterans' Day

1	Fourth Thursday in November	Thanksgiving Day
2	Day after Thanksgiving	Day after Thanksgiving
3	December 25	Christmas Day

4 In addition to the above enumerated designated holidays, full-time Medical Examiner
5 employees shall be entitled to leave with pay, pay, or compensatory time off in lieu of pay as
6 established by this *Section 16* on any day or partial day the Mayor declares by proclamation the
7 closing of City offices.

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

16 When the day of observance of a holiday is changed by State or Federal law, it will be so
17 observed by the City of St. Louis. When the day of observance of a holiday is changed by State
18 or Federal executive action, the Mayor shall determine the day of observance by the City of St.
19 Louis. When one of the above enumerated holidays occurs on Sunday, the following Monday
20 shall be observed as the holiday. When one of the above holidays occurs on Saturday, the
21 preceding Friday shall be observed as the holiday.

1 **(b)** Each manager/supervisor shall determine the manner of granting holidays and shall report
2 his/her determination to the Chief Medical Examiner, if required by the Chief Medical Examiner.
3 When full-time employees, whose pay is established in Section 2(a) of this compensation
4 ordinance, are required to work on a holiday they shall be entitled to compensation for the holiday
5 and the hours actually worked. Compensation for the holiday shall be in an amount proportionate
6 to the number of hours an employee is regularly scheduled to work in a day or shift.

7 Except as otherwise provided in this section, when a City holiday falls on an employee's
8 regularly scheduled day off, the employee shall be entitled to have compensatory time added to
9 his/her balance in an amount proportionate to the number of hours regularly scheduled in a day or
10 shift.

11 If an employee is docked from the payroll for one hour or more on the full scheduled
12 workday preceding a holiday, the full scheduled work day following a holiday, or on a scheduled
13 holiday, the employee shall not be compensated for the holiday.

14 The holiday compensation procedures established by this Section 16 shall apply to full-
15 time Medical Examiner employees paid a bi-weekly rate. Part-time bi-weekly rate employees
16 shall be compensated for holidays in proportion to the percentage of time they are regularly
17 scheduled to work. Employees paid on an hourly or per performance basis shall not be entitled to
18 holiday compensation, except as otherwise provided in this ordinance.

19 In the event that the holiday schedule established in this Section 16 is revised, employees
20 who are granted compensatory time in lieu of all holidays shall have their leave benefits adjusted
21 accordingly. The Chief Medical Examiner may establish additional or alternate holiday leave
22 policies for employees occupying public safety positions which qualify for the special overtime

pay provisions under Federal law or for employees with official work schedules authorized by the Chief Medical Examiner which exceed the normal forty (40) hour weekly work schedule. Procedures developed in compliance with this Section 16 shall be designed to treat employees in the same manner who work substantially equivalent work schedules.

SECTION 17. VACATION

Vacation leave with pay shall be granted to employees paid a bi-weekly rate in permanent competitive positions working fifty percent (50 percent) time or more. The Chief Medical Examiner may establish additional guidelines and policies to govern the administration of vacation leave benefits in the Medical Examiner's Office.

(a) Vacation hours shall be granted to employees whose pay is established in Section 2(a), with appointment date before April 23, 1989.

PAY ESTABLISHED

IN SECTION

2(a)

Length of	Bi-Weekly	Annual
<u>Cumulative Service</u>	<u>Accrual Rates</u>	<u>Equivalent</u>
1 but less than 5 years	5	130
5 but less than 10 years	6	156
10 but less than 15 years	7	182
15 but less than 20 years	8	208
20 or more years	9	234

Employees employed before July 18, 2010 whose pay is established in Section 2(a) of this ordinance completing five (5) years of cumulative service, ten (10) years of cumulative service, fifteen (15) years of cumulative service, or twenty (20) years of cumulative service shall have forty (40) hours of vacation added to their existing balance,

(b) Vacation hours shall be granted to employees whose pay is established in Section 2(a) with appointment date on or after April 23, 1989.

PAY ESTABLISHED

IN SECTION

2(a) or 2(b) or 2(c)

Length of	Bi-Weekly	Annual
<u>Cumulative Service</u>	<u>Accrual Rates</u>	<u>Equivalent</u>
1 but less than 5 years	3	78
5 but less than 10 years	5	130
10 but less than 15 years	6	156
15 but less than 20 years	7	182
20 or more years	8	208

Employees employed before July 18, 2010 whose pay is established in Section 2(a) of this ordinance completing five (5) years of cumulative service, ten (10) years of cumulative service, fifteen (15) years of cumulative service, or twenty (20) years of cumulative service shall have forty (40) hours of vacation added to their existing balance.

(c) Employees employed on or after July 18, 2010 will not have the 40 hours added to their vacation balance upon completion of five (5) years of cumulative service, ten (10) years of

1 cumulative service, fifteen (15) years of cumulative service, or twenty (20) years of cumulative
2 service.

3 **(d)** All references in this ordinance, except as otherwise noted, to accrual rates, additions to,
4 and accrual maximums for vacation are for employees working a scheduled work week of forty
5 (40) hours. Vacation rates, additions and maximums shall be computed on a proportionate basis
6 for employees whose average work week is more or less than forty (40) hours. When an eligible
7 employee's scheduled work week is changed, the employee's rate of accrual shall be changed
8 proportionately. All references in this ordinance to cumulative service for vacation shall mean
9 cumulative service without a break in service of more than one year, except as provided otherwise
10 in this ordinance. No employee who works less than fifty percent (50 percent) time or who is
11 serving in a limited-term position shall be eligible to accrue vacation.

12 **(e)** (1) The maximum vacation balance for those working an average work week of forty
13 (40) hours shall be six hundred (600) hours. Vacation accrual maximums, for those working more
14 or less than forty (40) hours per week, but at least fifty percent (50 percent) time, shall be
15 established in accordance with Section 17 of this ordinance.

16 (2) When an employee's full-time average work week is changed, the maximum
17 vacation balance shall be changed proportionately. In addition, the employee shall have his/her
18 current vacation balance adjusted so that the vacation shall maintain the same position relative to
19 the new maximum balance as existed with the employee's previous maximum balance. Accrual
20 of vacation shall cease when an employee accumulates the maximum vacation balance established
21 for the assigned work schedule and shall not resume until the vacation balance is less than the
22 maximum amount.

1 **(f)** Accrual of vacation shall begin and be credited upon the first bi-weekly pay period and
2 each pay period thereafter but employees must complete the entire pay period to accrue the
3 vacation leave at the end of said pay period:

4 (1) of appointment;

5 (2) of return to duty from leave of absence;

6 (3) of restoration to employment of one-half (50 percent) time or more.

7 Vacation leave shall be granted in whole hour units. On termination of service, any
8 fractional hour shall be made whole. The accrual of vacation leave shall cease at the employee's
9 last day at work or beginning of terminal leave.

10 **(g)** Managers/supervisors shall be responsible for establishing all vacation leave schedules, but
11 may not discipline employees by imposing unusual vacation schedules. Vacation shall be granted
12 to the employee at the discretion of the manager/supervisor as provided by this ordinance in one
13 of the following ways:

14 (1) When the employee requests vacation leave in accordance with departmental policies.

15 (2) When directed to take paid time off by the manager/supervisor.

16 (3) When an employee is terminated or resigns from the Medical Examiner's Office.

17 (4) When an employee whose salary is established in Sections 2(a) reaches the established
18 maximum accrual and would cease accruing vacation, the employee may notify the
19 manager/supervisor in writing of his/her intention to schedule vacation. Such notice shall be at
20 least seven (7) days prior to the first work day the employee intends to take off. If the
21 manager/supervisor fails to establish a different vacation schedule, the employee may, at will and

1 without assuming liability for disciplinary action, take the paid leave, which was proposed in
2 writing.

3 (5) All employees may request payment from the appointing authority for forty (40) hours
4 of vacation accrual in lieu of scheduling paid leave provided that the full vacation allowance for
5 that year is not exceeded. This may be done a maximum of once in each calendar year.
6 Management employees may request payment from the appointing authority for up to an additional
7 forty (40) hours of their vacation accrual balances in lieu of scheduling paid leave if their schedules
8 do not permit them to be absent from work. These requests are subject to the prior approval of the
9 Chief Medical Examiner.

10 **(h)** During the first twelve (12) months of employment, unless stated otherwise in this
11 ordinance, accrued vacation may be granted to an employee provided that the employee has
12 completed six (6) months of continuous service. When the service of an employee is terminated
13 after twelve (12) months of continuous service, any accumulated vacation that is due the employee
14 shall be paid. When employment is terminated before completing twelve (12) months of
15 continuous service, any previously advanced vacation leave shall be deducted from the employee's
16 final pay.

17 **(i)** Employees who separate from the Medical Examiner's Office and who return to the
18 Medical Examiner's Office within twenty-four (24) months of the separation, will be given credit
19 for prior continuous service in determining the vacation accrual rate in accordance with *Section*
20 *17(a), 17(b), 17(d), 17(e), or 17(f)* of this ordinance and based on the date of the employee's
21 original appointment.

1 (j) Employees who move to the Medical Examiner's Office from a non-Medical Examiner's
2 Office shall be given credit for the years of service in the non-Medical Examiner's Office in
3 determining the vacation accrual rate in accordance with Section 17(a) or 17(b) of this ordinance
4 and based on the date of the employee's original appointment.

5 (k) Employees who return to work from a "reemployment from layoff" eligible list shall be
6 eligible to use vacation as soon as it is accrued unless stated otherwise in this ordinance provided
7 the employee has completed six (6) months of continuous service prior to the layoff and with
8 approval of the manager/supervisor. An employee who has completed less than six (6) months of
9 continuous service will be required to complete the remaining portion of the six (6) months period
10 before being eligible to use vacation.

11 Any such reemployed worker shall be given credit for prior continuous service in
12 determining the employee's vacation accrual rate in accordance with the schedule established in
13 Section 17(a), 17(b), 17(d), 17(e), or 17(f) of this ordinance and based on the employee's original
14 appointment.

15 (l) Managers/supervisors shall be responsible for the management of their vacation schedules
16 so as to most effectively administer their organizations and fulfill the desire of employees in the
17 establishment of leave schedules.

18 (p) Accrued vacation shall be carried with an employee when transferred, promoted, or
19 demoted from a position under one appointing authority to a position under another appointing
20 authority without a break in service or change in method of pay. Upon the death of an employee,
21 the person or persons entitled by law to receive any compensation due the employee shall be paid
22 the amount due the employee for accrued vacation.

1 **(q)** With the approval of the Chief Medical Examiner, a retiring employee may be paid on the
2 payroll for accrued vacation in the month prior to retirement without inclusion in the employee's
3 final average compensation. The Chief Medical Examiner may pay previously accrued vacation
4 off in a lump sum to an employee whose service with the City Medical Examiner's Office has
5 terminated. Such payment shall be made on the employee's last regular paycheck. The lump sum
6 payment shall include compensation for any holidays occurring during the employee's terminal
7 vacation leave period as if employee's vacation had been run out on payroll.

8 **(r)** Employees occupying excepted positions in the Medical Examiner's Office shall be
9 granted vacation at the discretion of the Chief Medical Examiner. An employee whose term in an
10 excepted position ends and who is then appointed to a permanent competitive position working
11 fifty percent (50 percent) time or more shall become eligible to accrue vacation leave with pay
12 upon appointment to the competitive position. Length of cumulative service for the purpose of
13 determining rate of vacation leave accrual shall be based on the employee's original date of
14 appointment to the excepted position, providing there was no break in service between expiration
15 of the excepted position and appointment to the permanent competitive position. The date of
16 appointment to the permanent competitive position shall be used to determine the appropriate rate
17 of vacation accrual for the corresponding length of cumulative service in accordance with the
18 schedule established in Section 17(b).

19 **(s)** Managers/supervisors shall report leave with pay for vacation and such other authorized
20 absences as the Chief Medical Examiner shall designate in such form and at such time as the Chief
21 Medical Examiner may require.

22 **SECTION 18. SICK LEAVE**

1 **(a)** Employees ceased accruing sick leave beginning July 18, 2010. Thereafter, an employee
2 may choose to use his/her sick leave in accordance with regulations established by the Chief
3 Medical Examiner.

4 **(b)** An active employee who is a member of the Employees Retirement System of the City of
5 St. Louis, and who applies for retirement and immediately retires from active service, shall receive
6 payment for his/her sick leave balance less any sick leave credited or paid to a member or used in
7 the calculation of retirement benefits under this or any other ordinance(s). If the Employees
8 Retirement System provides for sick leave to be credited or paid to a member or used in the
9 calculation of retirement benefits, this payment shall be limited to a maximum of fifty percent (50
10 percent) of the value of the employee's sick leave balance. If the Employees Retirement System
11 of the City of St. Louis provides for sick leave to be credited or paid to a member or used in the
12 calculation of retirement benefits, this payment shall be fifty percent (50 percent) of the value of
13 the employee's sick leave balance at time of retirement.

14 **(c)** If a member of the Employees Retirement System of the City of St. Louis who had been
15 otherwise eligible for Normal or Early Service Retirement dies his/her estate may receive payment
16 based on the calculation above on the employee's sick leave balance, if any. Payment shall be
17 made in accordance with the procedures established by the Chief Medical Examiner.

18 **(d)** An employee who is reemployed from an authorized layoff shall have his/her prior sick
19 leave balance if any restored, provided this balance has not be used in the determination of pension
20 benefits paid to the retiree.

21 **SECTION 19. MEDICAL LEAVE**

1 **(a)** Medical leave with pay shall be granted to bi-weekly rate employees in permanent
2 competitive positions working fifty percent (50 percent) time or more in accordance with
3 regulations and procedures established by the Chief Medical Examiner.

4 **(1)** All employees, unless otherwise stated in this ordinance, shall accrue three (3)
5 hours of medical leave for each bi-weekly pay period of employment but must complete the entire
6 pay period to accrue the medical leave at the end of said pay period. This accrual rate is established
7 for employees working an average work week of forty (40) hours. Medical leave shall be
8 computed on a proportionate basis for employees whose average work week is more or less than
9 forty (40) hours. An eligible employee may be granted paid medical leave by his/her appointing
10 authority after completing twenty-six (26) weeks of continuous service.

11 **(b)** The Chief Medical Examiner may establish a system of cash awards, paid time off or other
12 incentives to reward employees for perfect and near perfect attendance.

13 **(c)** An appointing authority shall remove an employee from the payroll for unexcused absence
14 in accordance with regulations and procedures established by the Chief Medical Examiner. When
15 an employee is docked from the payroll under the provisions of this section, the amount deducted
16 from his/her regular bi-weekly rate of pay shall be one times (1.0x) the regular hourly rate as
17 defined in this ordinance for each hour of unexcused absence. If an employee is docked from the
18 payroll for one (1) hour or more in a bi-weekly pay period, he/she will cease to accrue medical
19 leave for the pay period.

20 **(d)** If management decides to send their employees or a group of employees' home due to
21 inclement weather, they will not lose their medical leave accrual for that pay period.

1 **(e)** All leave with or without pay for illness, injury, or physical inability to perform assigned
2 duties shall be recorded on the payroll or a subsidiary document in the manner established by the
3 Chief Medical Examiner. Compensation for periods of absence from work when an employee
4 sustains an injury by accident on the job shall be governed by the provisions of *Section 25*
5 *(Workers' Compensation and Disability Leave)* of this ordinance.

6 **(f)** An employee who is reemployed from an authorized layoff shall have his/her prior medical
7 leave balance and sick leave balance restored if any, provided any sick leave balance has not been
8 credited to the employee's length of service in determining pension benefits paid to the retiree. An
9 employee who is reemployed from an authorized layoff and who has a medical and/or sick leave
10 balance and who completed twenty-six (26) weeks of continuous employment prior to the layoff
11 may take approved medical and/or sick leave upon reemployment.

12 **(g)** Each manager/supervisor shall institute procedures, in accordance with regulations
13 established by the Chief Medical Examiner that will discourage the improper use of medical leave
14 with pay. When an employee is removed from the payroll for absence not approved by the
15 appointing authority, the employee shall be notified promptly in writing.

16 **(h)** Employees shall not receive payment for any medical leave balance and it shall not be used
17 in the calculation of retirement benefits or payments under this ordinance or any other ordinance.

18 **SECTION 20. MILITARY LEAVE**

19 The City of St. Louis will follow all applicable state and federal laws on the granting of
20 military leave and reemployment rights.

21 Each employee is required to give advance notice (at least 30 days prior to departure when
22 feasible), preferably in writing, of service obligation or intention to perform services in the

uniformed services, unless such notice is prevented by military necessity, as determined by a designated authority, or impossible or unreasonable under all of the circumstances.

Upon the expiration of military leave of absence, the employee shall be reinstated to the class of position he/she occupied at the time the leave was granted without breaking continuity of service. Failure of an employee to report for duty within the time pursuant to state or federal law shall be just cause for dismissal. The employee's accumulated leave balance(s) shall be restored to the employee upon his/her return.

SECTION 21. EDUCATION REIMBURSEMENT

A manager/supervisor may, with the prior approval of the Chief Medical Examiner, authorize salary payments, payments of tuition expenses, fees, books and related material in whole or in part to employees to permit them to attend school, visit other governmental agencies or in any approved manner to devote themselves to improvement of knowledge or skills required in the performance of the duties of their position.

The Department of Personnel may reimburse, in whole or in part, expenses incurred by employees in the pursuit of improvement of the knowledge and skills required in the performance of their positions or in higher positions, when funds have been budgeted therefore.

A manager/supervisor, with the approval of the Chief Medical Examiner, may establish a program to reimburse, in whole or in part, expenses incurred by employees in the pursuit of improvement of the knowledge and skills required in the performance of the duties of their positions or to improve their professional, technical or managerial knowledge or skill.

SECTION 22. LEAVES OF ABSENCE AND FAMILY/MEDICAL LEAVE

1 An employee may request a leave of absence, or a manager/supervisor may request a leave
2 of absence for an employee, for any reason under the City's general leave policy, or a
3 "Family/Medical Leave of Absence" for certain qualifying reasons under provisions of "The
4 Family and Medical Leave Act of 1993" as provided in this ordinance and under additional
5 provisions and regulations as determined by the Chief Medical Examiner.

6 **(a)** A manager/supervisor, with the approval of the Chief Medical Examiner, may grant an
7 employee in the Medical Examiner's Office a general leave of absence without pay for a period of
8 one year, which may be extended, with the prior approval of the Chief Medical Examiner.

9 Upon the expiration of such leave of absence, the employee shall be reinstated to the
10 competitive position he/she occupied at the time the leave was granted provided the position is
11 still in existence and he/she is able to perform the duties of the position. The employee shall be
12 reinstated to the competitive position at the same relative rate in the salary range the employee
13 occupied at the time the leave was initiated. Failure of an employee to report for duty promptly at
14 the expiration of the leave shall be just cause for dismissal. If necessary to the efficient conduct
15 of the business of the City, an employee on leave other than military leave or qualifying
16 family/medical leave may be notified by the appointing authority, with the approval of the Chief
17 Medical Examiner, to return prior to the expiration of such leave. Failure of the employee to return
18 within ten (10) calendar days after receipt of such notice shall terminate his/her leave of absence
19 and be just cause for dismissal, subject to any applicable federal, state or local regulations.

20 **(b)** The City of St. Louis will follow all applicable state and federal laws on the granting of
21 family/medical leave.

1 The Chief Medical Examiner shall establish additional rules, guidelines and procedures for
2 the effective administration of the City's "Family/Medical Leave Policy." The policy shall comply
3 with all provisions of the "Family/Medical Leave Act of 1993" and any amendments thereafter.

4 Employees must take all of their accrued time (sick leave, medical leave, vacation leave)
5 prior to being placed on leave without pay status for approved Family and Medical Leave, except
6 employees can keep one (1) week of vacation hours (if they have accrued one (1) week of vacation
7 and are eligible to take them). Employees will be allowed to use all their compensatory time, if
8 requested by employee.

9 (c) Any employee in the Medical Examiner's Office who is appointed to a position in the
10 Medical Examiner's Office shall be granted an in-service leave without pay from the position
11 during the term to which he/she is appointed to the position. Such leave shall be for the term of
12 the appointment to the position and until his/her successor qualifies. Upon the expiration of the
13 appointment to the position, the employee shall be reinstated to the position he/she occupied
14 immediately prior to the in-service leave. The employee shall be reinstated to the position as under
15 a temporary promotion pursuant to *Section 6(a)(2)* of this ordinance. Employees who are returned
16 to a position shall retain any vacation, compensatory time, sick leave, or medical leave balance in
17 effect at the time of granting of the leave of absence for appointment to the position. Employees
18 shall be given credit for time spent in an appointment in computing eligibility for additional
19 vacation leave accrual.

20 (d) In the event that emergency conditions occur which require the closing of City-operated
21 facilities or the temporary cessation of functions carried out by classified employees, the Mayor
22 of the City of St. Louis may declare an emergency and require an employee or group of employees

1 to take leaves of absence with or without pay while such emergency conditions exist. In the event
2 that the Mayor requires that the leave of absence be without pay, an employee with vacation or
3 accrued compensatory time may elect to take the accrued time off with pay in lieu of all or a part
4 of such non-paid leave of absence. Such non-paid leave of absence shall not interrupt continuity
5 of service for vacation accrual. An emergency leave of absence declared by the Mayor shall not
6 exceed ninety (90) days.

7 **(e)** Employees who are granted general leaves of absence and other non-paid leaves of
8 absence, except military leave, must take all accrued vacation at the start of the leave of absence.
9 Employees who are granted or placed on a non-paid leave of absence will not accrue vacation and
10 medical leave during the period of non-paid leave. Upon the expiration of such leaves of absence,
11 the employee shall follow the procedures as established in this *Section 22* and any other applicable
12 regulations and procedures as established by the Chief Medical Examiner.

13 **(f)** A manager/supervisor, with the prior approval of the Chief Medical Examiner, may put an
14 employee on a forced leave of absence with or without pay pending the outcome of an investigation
15 or of a pending disciplinary action against the employee. Employees being placed on forced leave
16 may elect to be placed on either vacation leave or compensatory time.

17 **(g)** In the event that a fiscal crisis occurs in the City of St. Louis, employees may request
18 voluntary furloughs. The Chief Medical Examiner may issue regulations to govern the furlough
19 program.

20 **SECTION 23. INSURANCE BENEFITS**

21 The City of St. Louis is hereby authorized to devise and establish by contract or otherwise
22 plans for life, health, medical, disability, and other insurance coverage deemed necessary for

employees in the Medical Examiner's Office and other employees for the City and their dependents. The Department of Personnel shall develop and administer programs to provide for such coverage. The Director of Personnel shall confer with the Board of Estimate and Apportionment by February 1st of each year regarding coverage plans and the appropriate funding level. The Director shall then be charged with the responsibility of establishing the applicable funding level and remittance rates for the aforementioned plans and certify same to the Comptroller and Budget Director by March 1st of each year. The Director of Personnel may amend said rates as needed.

SECTION 24. DEATH BENEFIT

In the event any employee of the City whose pay is established by this ordinance dies as a result of injuries arising out of and in the course of his/her employment by the City, the City shall pay compensation in accordance with the Missouri Workers' Compensation Law. The Chief Medical Examiner and the City Counselor shall establish procedures for making the payments required by the Missouri Workers' Compensation Law. The Comptroller shall designate the fund or appropriation out of which such payment shall be made. Such compensation shall be in addition to any life insurance benefits paid for by the City or by the employee which is available to the employee's beneficiaries and also in addition to any benefit provided by the Employees Retirement System of the City of St. Louis.

SECTION 25. WORKERS' COMPENSATION AND DISABILITY LEAVE

(a) Any employee in the Medical Examiner's Office whose class title and grade are established in Section 1(a) and denoted by the suffix "G," or "M" of this ordinance, including employees who are compensated on a per performance or unit of work basis, who shall suffer personal injury by

1 accident or occupational disease arising out of and in the regular course of employment while
2 engaged in or about the premises where an employee's duties are being performed or where an
3 employee's presence is required as part of his/her employment, shall promptly report such injury
4 by accident or occupational disease to his/her immediate supervisor. The supervisor shall in turn
5 report, through the manager/supervisor, all facts concerning the incident to the City Counselor and
6 the Chief Medical Examiner. The manager/supervisor shall promptly provide such written
7 information and recommendations as may be requested by the City Counselor to aid in making the
8 determination of the period of disability.

9 The employee who suffers a personal injury as described in part (a) of this section, and
10 which results in temporary disability, may elect to use sick or medical leave for the first three (3)
11 days of temporary disability. Thereafter, the employee will be compensated at the rate mandated
12 by the Missouri Workers' Compensation Law. If the period of disability extends fourteen (14)
13 calendar days or more, the three (3) days of sick or medical leave used during the first three (3)
14 days of disability will be restored to the employee's sick or medical leave balance. The City
15 Counselor shall determine the actual amount of compensation and length of time during which
16 payments are made for such temporary disability in accordance with the Missouri Workers'
17 Compensation Law.

18 **(b)** The City Counselor, the Chief Medical Examiner, or the manager/supervisor may require
19 an employee to undergo a physical examination and medical or surgical treatment at the expense
20 of the City to diagnose and treat injuries or illnesses arising out of employment.

21 **(c)** The City Counselor and the Comptroller shall establish procedures for paying
22 compensation to employees or former employees who are permanently disabled and due

1 compensation under the Missouri Workers' Compensation Law. The Comptroller shall designate
2 the fund or appropriation out of which such payment shall be made.

3 **(d)** The City Counselor and the Chief Medical Examiner shall be responsible for the
4 administration of the provisions of this Section and shall establish and publish procedural
5 regulations for the administration of the program. Each manager/supervisor shall establish
6 procedures to comply with the provisions of this section and established regulations.

7 **SECTION 26. JURY AND WITNESS LEAVE**

8 **(a)** Jury leave with pay shall be granted to bi-weekly rate employees working fifty percent (50
9 percent) time or more for such time when such employees are serving as jurors pursuant to order
10 of the St. Louis Circuit Court or United States District Court in St. Louis. Any bi-weekly rate
11 employee, when so summoned for jury service, shall report such fact within seventy-two (72)
12 hours to his/her manager/supervisor and display to the manager/supervisor the summons which
13 the employee has received and shall give the manager/supervisor in writing the date and the time
14 of such jury service. No bi-weekly rate employee shall receive any compensation from the Jury
15 Commissioner or the United States District Court system for jury service for days the employee
16 receives compensation from the City. A bi-weekly rate employee may keep the jury stipend for
17 days when the employee receives no compensation from the City (off days, docks, leaves, etc.).
18 Upon being discharged from serving as a juror by the Court or Jury Commissioner, the employee
19 shall forthwith report to his/her manager/supervisor if discharged during their normally scheduled
20 work hours and shall submit to his/her manager/supervisor a written statement from the Jury
21 Commissioner certifying that the employee has served as a juror and the time and date so served.

1 The manager/supervisor shall, upon receipt of the statement of jury service, credit the employee
2 with paid jury leave for such service.

3 **(b)** Leave with pay shall be granted to bi-weekly rate employees for such time when the
4 employee's presence is required by the prosecutor in a criminal proceeding or grand jury procedure,
5 a trial in prosecuting accused criminals (or for jury service in Federal Court). Any bi-weekly rate
6 employee, when so subpoenaed as a prosecution witness or whose presence is required as a part
7 of a grand jury inquiry, shall report such fact within seventy-two (72) hours to his/her
8 manager/supervisor and shall give the manager/supervisor in writing the date and time his/her
9 presence is required for such criminal prosecution. Each manager/supervisor shall establish
10 controls to assure that any paid leave is actually required by the prosecuting authority. An
11 manager/supervisor may require an employee to furnish satisfactory evidence of being required to
12 be off the job and that all time off was in connection with the prosecution of the case. This
13 procedure shall apply for employee participation in criminal prosecution in State or Federal Courts.

14 **SECTION 27. DEFERRED COMPENSATION**

15 **(a)** Authority is hereby granted for the establishment of a deferred compensation plan for the
16 City of St. Louis.

17 **(b)** In accordance with the regulations applicable to the plan, as set out herein, the Comptroller
18 is authorized to enter into an agreement with eligible participants, whereby said participants may
19 designate a portion of their future earnings to be deducted by the City and placed in a fund to be
20 designated "City of St. Louis Deferred Compensation Plan Fund" for the purpose of providing tax
21 deferred benefits to the participants upon retirement.

(c) The Board of Estimate and Apportionment is hereby authorized to establish or select a specific plan or plans in accordance with the requirements set out in this ordinance. In establishing the plan, the Board of Estimate and Apportionment may elect to retain outside parties to provide administrative and/or investment services after following competitive bidding procedures. The Board of Estimate and Apportionment is authorized, after analyzing the various competitive bids submitted in accordance with the requirements of this ordinance, to select the plan or plans it determines to meet the requirements established as a part of the competitive bidding procedures and to be in the best interest of the participants. No investment plan shall be considered unless offered by a duly licensed resident agent representing a company duly licensed and authorized by the State of Missouri and other applicable federal regulatory agencies to offer such insurance or investment programs.

In the event Federal or State legislation is changed in a manner affecting and/or relating to any of the aforementioned Deferred Compensation provisions contained in this Section, the Board of Estimate and Apportionment of the City of St. Louis may amend the deferred compensation plan accordingly and may execute any and all documents necessary to achieve and effectuate the recommended changes.

SECTION 28. RETIREMENT

The following provisions shall apply to the Employees Retirement System:

(a) "Final Average Compensation" is equal to one-half of the sum of (1) and (2) below:

(1) The annual compensation received by a member for the two (2) consecutive years of creditable service in which the highest compensation was received preceding the termination of his/her employment, and

(2) The balance of a member's sick leave pay on the date of retirement *less* sick leave hours paid to the member upon termination of his/her employment and *less* sick leave hours considered as creditable service for the purpose of determining eligibility for retirement benefits, except that said balance cannot exceed twenty-five percent (25 percent) of a member's total sick leave on the date of retirement.

(b) If a member has less than two (2) consecutive years of creditable service his/her final average compensation shall be equal to the sum of (1) and (2) below, divided by (3) below and then multiplied by (4) below:

(1) The sum of monthly compensation received by the member for each consecutive month of creditable service immediately preceding the termination of his/her employment, and

(2) The balance of a member's sick leave pay on the date of retirement *less* sick leave hours paid to the member upon termination of his/her employment and *less* sick leave hours considered as creditable service for the purpose of determining eligibility for retirement benefits, except that said balance cannot exceed twenty-five percent (25 percent) of a member's total sick leave on the date of retirement.

(3) The number of consecutive months of creditable service immediately preceding the termination of his/her employment, and

(4) Twelve (12).

The years of creditable service of a member shall be the number of years and completed months of service during which he/she receives compensation from the first day of the calendar month following the date of the beginning of each employment with an employer until his/her employment is terminated, subject to the provisions of this section. The years of creditable service

1 of an employee hired after the operative date who had attained the age of sixty (60) years at initial
2 employment shall be the number of years and completed months of service during which he/she
3 receives compensation from October 1, 1988, and hereafter, from the first day on or after October
4 1, 1988, of the beginning of each employment with an employer until his/her employment is
5 terminated. No creditable service shall be granted for any period of employment before October
6 1, 1988, after the calendar month in which the member attains age seventy (70). No creditable
7 service for prior employment shall be granted an employee who becomes a member after April 1,
8 1960, unless he/she was employed by an employer on April 1, 1960.

9 A member's sick leave balance at time of retirement less the sum of (a), (b) and (c) below
10 shall be considered as additional creditable service for calculation of retirement benefits under any
11 provision of this ordinance:

- 12 (a) Sick leave hours considered as creditable service for the purpose of determining
13 eligibility for retirement benefits, and
14 (b) Sick leave hours paid to the member upon termination of his/her employment, and
15 (c) Sick leave hours used in determining final average compensation.

16 **SECTION 29. SEVERABILITY**

17 The sections of this ordinance shall be severable. In the event that any section of this
18 ordinance is found by a court of competent jurisdiction to be invalid, the remaining sections of this
19 ordinance are valid, unless the court finds the valid sections of the ordinance are so essential and
20 inseparably connected with and dependent upon the void section that it cannot be presumed that
21 the Aldermen would have enacted the valid sections without the void ones, or unless the court

finds that the valid sections standing alone are incomplete and are incapable of being executed in accordance with the legislative intent.

SECTION 30. REPEAL OF PREVIOUS ORDINANCES

Ordinance Number 71113 and all other ordinances or amendments, or parts thereof conflicting with the provisions of this ordinance are hereby repealed.

SECTION 31. EMERGENCY CLAUSE

This ordinance being deemed necessary for the immediate preservation of the public peace, health and safety is declared to be an emergency ordinance pursuant to Article IV, Section 19 and 20 of the City Charter.

INDEX TO COMPENSATION ORDINANCE

This index is for general reference purposes and may not reference all provisions of this ordinance. For complete scope refer to specific provisions of this ordinance.

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ORDINANCE 71113

**BOARD BILL NUMBER 240 INTRODUCED BY ALDERWOMAN CAROL HOWARD/
ALDERWOMAN BETH MURPHY**

An ordinance to regulate employer and employee working relationships between the City of St. Louis and all employees under the Medical Examiner's Office, including a compensation plan, terms and conditions of employment, benefits, leaves of absence, and authorization for a Deferred Compensation Plan; repealing Ordinance 70019; allocating certain other employees to a grade with rate; and including an emergency clause. The provisions of the sections contained in this ordinance shall be effective with the start of the first pay period following approval by the Mayor.

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

SECTION 1

ALPHABETICAL LIST OF CLASSES

(a) Beginning with the effective date of this ordinance, the following positions in the Medical Examiner's Office with bi-weekly rates are hereby allocated as listed below in accordance with the classification plan by the Chief Medical Examiner to a grade and overtime code in the following section with rates established in Section 2 of this ordinance.

GRADE/					
TITLE	CODE	SCHEDULE	OVTM		
Administrative Assistant I	1621	13	G	3	
Administrative Assistant II	1622	14	M	1	
Administrative Assistant III	1623	15	M	1	
Administrative Secretary	1137	13	G	3	
Autopsy Technician I	5411	10	G	3	
Autopsy Technician II	5412	11	G	3	

1	Autopsy Technician III	5413	12	G	3
2	Autopsy Technician Supervisor	5414	13	G	3
3	Custodian/Courier	3711	8	G	3
4	Executive Director for Operations	1736	23	M	1
5	Executive Secretary to the Chief Medical Examiner	1136	14	G	3
6	Forensic Office Administrator I	1621	19	M	3
7	Forensic Office Administrator II	1622	20	M	1
8	Forensic Office Administrator III	1623	22	M	1
9	Medical Transcriptionist	1122	12	G	3
10	Medicolegal Investigation Supervisor	2355	17	M	2
11	Medicolegal Investigator I	2351	13	G	3
12	Medicolegal Investigator II	2352	14	G	3
13	Medicolegal Investigator III	2353	16	G	3
14	Medicolegal Investigator IV	2354	17	G	3
15	Morgue Attendant	5410	8	G	33
16	Secretary	1132	10	G	3
17	X-ray Technician	5441	11	G	3
18	Intern – Level 1	9991	00	I	3
19	Intern – Level 3	9992	00	I	3
20	Intern – Level 3	9993	00	I	3
21	Intern – Level 4	9994	00	I	3
22	Intern – Level 5	9995	00	I	3

Intern – Level 6 9996 00 I 3

SECTION 2

OFFICIAL PAY SCHEDULE FOR MEDICAL EXAMINER GRADES

The Chief Medical Examiner recommends pay schedules for all pay grades denoted in Section 1(a) of the classification plan prepared and adopted by management. The official pay schedules and their corresponding salary ranges as hereby adopted in this Section 2 are as follows:

(a) – General and Management Schedule.

(a) GENERAL AND MANAGEMENT PAY SCHEDULE:

(1) The following bi-weekly pay schedule for all pay grades denoted with the suffix "G" or "M" shall become effective beginning with the bi-weekly pay period following the effective date of this ordinance.

<u>BI-WEEKLY RANGE OF PAY IN WHOLE DOLLARS</u>		
<u>GRADE</u>	<u>MINIMUM</u>	<u>MAXIMUM</u>
7	840	1294
8	912	1404
9	989	1523
10	1074	1654

1	11	1169	1800
2	12	1270	1956
3	13	1400	2156
4	14	1605	2472
5	15	1839	2838
6	16	2110	3255
7	17	2421	3739
8	18	2777	4293
9	19	3189	4931
10	20	3662	5664
11	21	3951	6114
12	22	4263	6600
13	23	4601	7126
14			

(2) The following bi-weekly pay schedule for all pay grades denoted with the suffix "G" or "M" shall become effective beginning with the bi-weekly pay period starting June 21, 2020.

BI-WEEKLY RANGE OF PAY IN WHOLE DOLLARS

Grade	5	6	7	8	9	10	11	12	13
Step									
1								1270	1400
2								1289	1421
3							1204	1308	1442

4					1222	1328	1464
5					1241	1348	1486
6					1259	1368	1508
7					1278	1389	1531
8					1297	1410	1554
9				1210	1317	1431	1577
10				1228	1337	1452	1601
11				1246	1357	1474	1625
12				1265	1377	1496	1649
13				1284	1398	1518	1674
14			1200	1303	1419	1541	1699
15			1218	1323	1440	1564	1724
16			1236	1343	1462	1588	1750
17			1255	1363	1483	1612	1777
18			1274	1383	1506	1636	1803
19			1293	1404	1528	1660	1830
20		1210	1312	1425	1551	1685	1858
21		1228	1332	1447	1574	1711	1886
22		1247	1352	1468	1598	1736	1914
23		1265	1372	1490	1622	1762	1943
24		1284	1393	1513	1646	1789	1972
25	1201	1304	1414	1535	1671	1815	2001
26	1219	1323	1435	1558	1696	1843	2031
27	1237	1343	1457	1582	1722	1870	2062
28	1256	1363	1478	1605	1747	1898	2093
29	1274	1384	1501	1629	1774	1927	2124

1

	30		1294	1404	1523	1654	1800	1956	2156	
Grade	14	15	16	17	18	19	20	21	22	23
Step										
1	1605	1839	2110	2421	2777	3189	3662	3951	4263	4601
2	1629	1867	2142	2457	2819	3237	3717	4010	4327	4670
3	1654	1895	2174	2494	2861	3285	3773	4070	4392	4740
4	1678	1923	2206	2532	2904	3335	3829	4131	4458	4811
5	1703	1952	2239	2570	2947	3385	3887	4193	4525	4883
6	1729	1981	2273	2608	2992	3435	3945	4256	4592	4957
7	1755	2011	2307	2647	3036	3487	4004	4320	4661	5031
8	1781	2041	2342	2687	3082	3539	4064	4385	4731	5106
9	1808	2072	2377	2727	3128	3592	4125	4451	4802	5183
10	1835	2103	2413	2768	3175	3646	4187	4518	4874	5261
11	1863	2134	2449	2810	3223	3701	4250	4585	4947	5340
12	1891	2166	2485	2852	3271	3756	4314	4654	5022	5420
13	1919	2199	2523	2895	3320	3813	4378	4724	5097	5501
14	1948	2232	2561	2938	3370	3870	4444	4795	5173	5584
15	1977	2265	2599	2982	3421	3928	4511	4867	5251	5667
16	2007	2299	2638	3027	3472	3987	4578	4940	5330	5752
17	2037	2334	2678	3072	3524	4047	4647	5014	5410	5839
18	2067	2369	2718	3118	3577	4107	4717	5089	5491	5926
19	2098	2404	2758	3165	3630	4169	4787	5165	5573	6015
20	2130	2440	2800	3213	3685	4232	4859	5243	5657	6105
21	2162	2477	2842	3261	3740	4295	4932	5321	5742	6197
22	2194	2514	2884	3310	3796	4360	5006	5401	5828	6290

23	2227	2552	2928	3359	3853	4425	5081	5482	5915	6384
24	2260	2590	2972	3410	3911	4491	5157	5564	6004	6480
25	2294	2629	3016	3461	3970	4559	5235	5648	6094	6577
26	2329	2668	3061	3513	4029	4627	5313	5733	6185	6676
27	2364	2708	3107	3565	4090	4696	5393	5819	6278	6776
28	2399	2749	3154	3619	4151	4767	5474	5906	6372	6878
29	2435	2790	3201	3673	4213	4838	5556	5995	6468	6981
30	2472	2838	3255	3739	4293	4931	5664	6114	6600	7126

(b) SHIFT DIFFERENTIAL: Shift differential shall be paid for certain work assignments.

The Chief Medical Examiner shall determine the work assignments for which shift differential will be paid. The assignment or removal of an employee from a work assignment having a shift differential shall be determined by the appointing authority and will not constitute a promotion, demotion, advancement or reduction in pay. The shift differential shall be added to the employee's regular bi-weekly rate.

(1) In order for an employee in Section 2(a) to be eligible for shift differential compensation, the employee must work a shift that requires the completion of four (4) hours of work between the hours of 4:00 p.m. and 8:00 a.m. the following morning. Employees who are assigned to work schedules that require them to rotate among three shifts (day, evening, night) on a bi-monthly or more frequent basis shall be eligible for shift differential compensation for all three shifts worked.

For employees whose pay range is established in Section 2(a) the shift differential premium shall be one percent (1%) of the employee's regular base bi-weekly rate for each eligible shift worked in a bi-weekly pay period.

1 An employee whose pay range is established in Section 2(a) shall receive shift differential
2 for working a portion of an eligible shift, providing the portion of the shift not worked is charged
3 to paid leave. Shift differential shall only be paid for whole hours worked; a fraction of an hour
4 shall not be counted toward the payment of the differential.

5 (2) Except as otherwise provided in this ordinance, shift differential shall not be paid
6 to employees compensated on an hourly or per performance basis, or bi-weekly paid employees
7 who work part-time. Neither shall shift differential be paid to full-time regular employees docked
8 for any portion of an eligible shift.

9 **(c) WEEKEND DIFFERENTIAL:** When employees whose pay range is established in
10 Section 2(a) work on a Saturday and/or a Sunday they shall be eligible for weekend differential.
11 This differential shall be one percent (1%) of an employee's base bi-weekly rate. An employee
12 shall receive weekend differential for working any portion of an eligible day. This differential
13 shall only be paid for whole hours worked, providing the portion of the day not worked is charged
14 to paid leave. Weekend differential shall not be paid to employees compensated on an hourly or
15 per performance basis or bi-weekly paid employees who work part-time. Neither will the weekend
16 differential be paid to full-time regular employees docked for any portion of a day on which the
17 differential would otherwise be paid.

18 **(d)** The Chief Medical Examiner may establish per performance rates of pay, hourly rates of
19 pay, or rates of pay for units of work and the conditions for making of any such payments. Such
20 per performance, hourly, or unit-of-work rates may be computed from the bi-weekly scales
21 established in this ordinance. Per performance, hourly, or unit-of-work rates shall be established
22 considering the nature of employment, community practices in compensating similar employment,

1 and the purpose of the program for which the rate is established. Employees paid per performance,
2 hourly, or unit-of-work rates of pay shall not be entitled to vacation, medical leave or holiday leave
3 with pay or other benefits accorded employees paid a bi-weekly rate except that an appointing
4 authority, with the prior approval of the Chief Medical Examiner, and when sufficient funds have
5 been appropriated for the fiscal year, may establish a modified level or type of benefit program
6 when the provision of such benefit is needed in order to attract and retain sufficiently qualified
7 employees to work in specific per performance, hourly, or unit-of-work assignments.

8 The Chief Medical Examiner is not permitted to utilize per performance and hourly
9 employees as a method of replacing bi-weekly rate employees who would be entitled to employee
10 benefits. Therefore, per performance and hourly employees will be limited to work an equivalent
11 of ten (10) months of full time employment (1,733 hours) per year.

12 (e) The Chief Medical Examiner may establish trainee rates of pay. Such trainee rates may be
13 established on an hourly, per performance or bi-weekly basis and shall be less than the rate paid
14 to a regular employee.

15 (f) The Chief Medical Examiner, may establish rates and conditions under which
16 compensation may be granted for periods of time during which an employee is away from the job
17 site but restricted in his/her activities because of an assignment by the Chief Medical Examiner to
18 be available for a call to return to the work site to perform emergency duties. Pay rates and
19 conditions established under the provisions of this Section 2(l) may include reasonable minimum
20 pay guarantees for employees required to return to the work site to perform emergency duties. The
21 provisions of this *Section 2(l)* shall not be construed to restrict the right of the Medical Examiner
22 to establish call back procedures for employees as an established condition of employment.

1 **(g)** The Chief Medical Examiner may authorize payment of special recruitment bonuses,
2 travel, moving and related expenses to recruit employees for positions when funds for this purpose
3 are appropriated to the Office of the Medical Examiner.

4 **(h)** The Chief Medical Examiner may approve the payment of hiring incentives to current
5 employees to recruit qualified personnel for positions that are difficult to fill. Hiring incentives
6 shall be in any amount up to twenty-five percent (25%) of the annual salary of the position for
7 which the recruitment is made.

8 **(i)** (1) The Chief Medical Examiner may establish cash awards or other incentives for an
9 employee or group of employees to recognize and reward increased productivity or effectiveness.
10 The incentives offered may include cash, paid time off, and such other reasonable incentives as
11 the Chief Medical Examiner may determine. Cash awards shall be made from the personal services
12 appropriation of the unit, the account from which the employee's salary is paid or from a general
13 appropriation for this purpose.

14 (2) The Chief Medical Examiner may establish a program of cash awards or other
15 incentives, not to exceed ten percent (10%) of annual salary, paid as an addition to pay, for the
16 purpose of providing additional compensation for employees who are fluent in a foreign language
17 and who use this skill in the necessary and regular recurring performance of the duties of their
18 position. Cash awards shall be made from the personal services appropriation of the unit, the
19 account from which the employee's salary is paid or from a general appropriation for this purpose.
20 Cash awards and incentives under this program shall be made in accordance with guidelines
21 established by the Chief Medical Examiner.

1 (3) Notwithstanding any other provision in this ordinance, the Chief Medical Examiner
2 is authorized to extend the maximum of the pay ranges by up to twenty-five percent (25%) for the
3 purpose of compensating positions which are extremely hard to fill.

4 (4) The Chief Medical Examiner may provide an Employee Suggestion Program,
5 which grants cash and other awards to recognize employee suggestions, which improve City
6 services, operations or facilities. Cash awards to employees for suggestions resulting in tangible
7 savings to the City shall not exceed ten percent (10%) of the annual tangible net savings. Cash
8 awards and payments for other awards shall be made from an appropriation for a suggestion
9 program or other appropriate account. Additionally, cash awards for suggestions shall be granted
10 as an addition to pay, which does not change an employee's bi-weekly rate. The Employee
11 Suggestion Program shall be administered in accordance with regulations established by the Chief
12 Medical Examiner. The Chief Medical Examiner may establish an authority to evaluate
13 suggestions and determine awards; the decisions of this authority shall be final.

14 (j) An employee who is appointed to a position requiring advanced technical skills or
15 professional qualifications may be paid at a higher rate than prescribed for the class in Section 2
16 of this ordinance on recommendation of the manager/supervisor with the prior approval of the
17 Chief Medical Examiner. Such advancement shall be made solely on the basis that the employee
18 possesses exceptional academic qualifications related to the duties of the position or that the
19 employee is registered or certified by an organization or board recognized by the Chief Medical
20 Examiner to be especially suited, considering the duties of the position, and when such academic
21 qualification, registration, or certification is not deemed a necessary qualification for the class of
22 position.

1 The Chief Medical Examiner may also establish other bonus, incentive, or reimbursement
2 programs to encourage current employees to attain registration, licensure, certification, or proof of
3 professional mastery when it is deemed to be in the best interest of the Medical Examiner's Office,
4 or when such credentials are clearly recognized as adding to the capability of individuals in that
5 area. Incentives, bonuses, or reimbursements awarded under such programs do not result in an
6 employee being ruled ineligible for bonuses or salary increases permitted under other sections of
7 this pay ordinance.

8 **(k)** The Chief Medical Examiner may establish a program to reimburse, in whole or in part,
9 expenses incurred by employees for the purchase of uniform apparel required in the performance
10 of the duties of their positions, when funds have been budgeted therefore.

11 The Chief Medical Examiner may exercise the option to furnish such uniform as may be
12 required in the employee's performance of his/her duties.

13 The Chief Medical Examiner may establish regulations relating to employees' eligibility
14 for reimbursement for uniforms.

15 Further, when funds have been budgeted therefore, the Chief Medical Examiner may
16 authorize reimbursement to uniformed investigative or autopsy room employees of up to fifty
17 dollars (\$50) per incident for damage to personal property sustained while the employee was
18 directly engaged in performing assigned and/or authorized duties during a shift.

19 **(l)** (1) Contingency assignment differential will be paid for certain assignments when
20 immediate position coverage is needed for any unexpected reason (*e.g.* death, forced leave,
21 emergency illness, etc.) in a higher pay grade, and shall be granted at the onset of the assignment,
22 not to extend more than one pay period. The Chief Medical Examiner will determine the

1 assignments for which Contingency Assignment Differential will be paid. The assignment of an
2 employee to said assignment having a contingency assignment differential will be determined by
3 the Chief Medical Examiner and will not constitute a promotion or advancement in pay. In
4 addition, the removal of an employee from said assignment shall not constitute a demotion or
5 reduction in pay. The Chief Medical Examiner will review the qualifications of the employee
6 being considered for the assignment to determine if they meet the necessary minimum
7 qualifications for the position being considered.

8 For an employee whose pay range is established in Section 2(a) with the prior approval of
9 the Chief Medical Examiner, the contingency assignment differential will be ten percent (10%) of
10 the employee's regular base bi-weekly rate added as an addition to pay for each bi-weekly period
11 worked or one percent (1%) of the employee's regular base bi-weekly rate for each shift
12 assignment covered, not to exceed one (1) pay period.

13 (2) Temporary assignment differential will be paid for certain assignments when a
14 vacancy exists for any reason (*e.g.* separations, terminal vacation, leave of absence, military leave,
15 etc.) in a position with a higher pay grade, and shall be granted for at least one (1) pay period but
16 not more than thirteen (13) pay periods, and offset by any days that the employee by reason of
17 absence is not fulfilling the assignment. The Chief Medical Examiner will determine the
18 assignments for which the temporary assignment differential will be paid. The assignment or
19 removal of an employee from said assignment having a temporary assignment differential will be
20 determined by the Chief Medical Examiner and will not constitute a promotion, demotion,
21 advancement, or reduction in pay. The intended employee must meet the minimum qualifications

1 for the position to be assigned. The temporary assignment differential shall be computed as an
2 addition to pay and not affect the employee's regular bi-weekly rate.

3 For an employee whose pay range is established in Section 2(a) with the prior approval of
4 the Chief Medical Examiner, the temporary assignment differential will be ten percent (10%) of
5 the employee's regular base bi-weekly rate added as an addition to pay for each bi-weekly period
6 worked, not to exceed thirteen (13) pay periods. The Chief Medical Examiner may require the
7 establishment of a department policy on temporary assignment differential pay and must sign off
8 on the policy prior to authorizing temporary assignment differential.

9 **(m)** City employees who are required by the Chief Medical Examiner to routinely use their
10 personal vehicle in the performance of their duties shall be compensated by receiving a vehicle
11 maintenance and use allowance of two-hundred seventy dollars (\$270.00) per month.

12 **SECTION 3**

13 **SUBSISTENCE AND MAINTENANCE CHARGES**

14 Except as otherwise provided in this ordinance, a deduction shall be made on the payroll
15 or a cash charge shall be collected for subsistence and maintenance provided to employees at a
16 rate to be determined by the employee's department or agency head and the Comptroller of the
17 City of St. Louis. The department or agency head shall establish reasonable charges or deductions
18 which have been calculated and assessed with due consideration for all identifiable costs, including
19 labor and overhead, but shall not exceed the actual cost of the items to the City. When the Chief
20 Medical Examiner determines that the duties and responsibilities of a position require an employee
21 to occupy a room or apartment, there shall be no charge for such accommodations.

22 **SECTION 4**

SALARY RANGE LIMITATIONS

No employee in the Medical Examiner's Office shall be paid at a rate lower than the minimum or higher than the maximum of the salary range established for the class to which his/her position has been allocated, except as otherwise provided in this ordinance.

SECTION 5

STARTING SALARY

(a) The rate of pay for an excepted position to be paid upon original appointment to the class shall be determined by the Chief Medical Examiner for the excepted position.

(b) Except as otherwise provided in this ordinance, the minimum rate of pay for a position shall be paid upon original appointment to the class unless the Chief Medical Examiner finds that it is difficult to secure the services of persons with minimum qualifications or experienced qualified persons at the minimum rate.

The Chief Medical Examiner may establish a recruitment rate for a single position or all positions in a class and authorize employment at an amount above the minimum but within the regular range of salary established for the class. When a recruitment rate is established for an entire class, employees already in such class may have their salaries adjusted to appropriate rates in the new range resulting from the establishment of the recruitment rate.

In the event that the Chief Medical Examiner finds that it is difficult to secure the services of sufficient numbers of employees for a class or occupational series after a diligent recruitment

1 effort, the Chief Medical Examiner may establish a new maximum rate for the class(es) which is
2 not more than twenty-five percent (25%) above the maximum established in this ordinance.

3
4 (c) Employees with permanent status who are eligible for reemployment as determined by the
5 Rules of the Department of Personnel shall be reemployed at an appropriate rate within the new
6 salary range which takes into consideration the employee's prior service in the position, as
7 determined by the Chief Medical Examiner.

8 9 **SECTION 6**

10 **PROMOTION, DEMOTION, REALLOCATION,** 11 **TRANSFER AND TEMPORARY PROMOTION**

12
13 An employee who is transferred, promoted, demoted, or whose position is reallocated after
14 the effective date of this ordinance, shall have his/her rate of pay for the new position determined
15 as follows:

16
17 (a) Promotion: This shall be defined as a change of an employee in the Medical Examiner's
18 Office from a position of one class to a position of another class with a higher pay grade or a higher
19 starting minimum salary.

20
21 (1) When an employee is promoted to a position in the General or Management Pay
22 Schedule, the employee's current bi-weekly rate of pay shall be set at a rate which is five percent

1 (5%) higher than the rate received immediately prior to the promotion or adjusted to the nearest
2 step in the new pay matrix which is not less than but is closest to a rate which is five percent (5%)
3 higher than the rate received immediately prior to promotion. The Chief Medical Examiner, may
4 increase the pay of an employee up to twenty percent (20%), adjusted to the nearest step, when
5 such action is needed to attract experienced, qualified candidates for a position. Such salary
6 determinations shall take into consideration the nature and magnitude of the accretion of duties
7 and responsibilities resulting from the promotion. However, no employee shall be paid less than
8 the minimum rate nor more than the maximum rate for the new class of position, except as
9 otherwise provided in this ordinance.

10
11 (2) Temporary Promotion: When an employee, whose salary range is established in
12 Section 2(a) is certified and temporarily promoted to a vacant position, for a limited duration, the
13 employee's current salary shall be adjusted as provided in Paragraph (a)(1) of this Section. Upon
14 expiration of the temporary promotion, the employee shall be returned to his/her former rate of
15 pay, adjusted by any increases the employee would have received in the absence of the temporary
16 promotion. In no case shall the employee's salary be above the maximum of the salary range,
17 unless otherwise provided for in this ordinance.

18
19 (b) Demotion: This shall be defined as a change of an employee in the Medical Examiner's
20 Office from a position of one class to a position of another class which has a lower pay grade and
21 a lower starting minimum salary.

1 (1) If an employee is demoted for disciplinary reasons in accordance with the Rules of
2 the Medical Examiner's Office and established disciplinary procedures, his/her rate of pay shall
3 be established at a rate within the range for the new position which is at least five percent (5%)
4 lower than the rate received immediately prior to the demotion or reduced to the nearest step which
5 is at least five percent (5%) lower than the rate received immediately prior to the demotion, except
6 no employee shall be reduced below the minimum of the range unless otherwise provided for in
7 this ordinance. The amount of the reduction shall be determined by the Chief Medical Examiner.

8
9 (2) If an employee accepts a voluntary demotion, his/her current rate of pay shall be
10 reduced within the range for the new position which is five percent (5%) lower, to the closest step,
11 than the rate received immediately prior to demotion, except that employees who are in a working
12 test period and demote to their previous class of position or pay grade, will return to the rate or
13 step received immediately prior to the promotion, plus any adjustments as otherwise provided in
14 this ordinance. No employee shall be paid less than the minimum nor more than the maximum
15 rate for the new class of position, except as otherwise provided in this ordinance.

16
17 (3) When an employee is demoted for reasons in the best interest of the Medical
18 Examiner Office as determined by the Chief Medical Examiner, his/her salary may be reduced by
19 reason of the new salary range and grade with the prior approval of the Chief Medical Examiner.
20 If the salary of such employee is above the maximum for the new position the employee's salary
21 shall not be increased so long as he/she remains in the position, except as otherwise provided by
22 this ordinance.

1
2 **(c) Reallocation:**

3
4 (1) If the employee's position is reallocated to a class in a lower pay grade and the
5 employee's rate of pay for the previous position is within the salary range of the new position,
6 his/her salary shall remain unchanged or adjusted to the closest step provided the employee's rate
7 of pay shall not be reduced.

8
9 (2) The salary of an employee whose position is allocated to a class in a higher pay
10 grade shall be determined in accordance with the provisions of this Section 6(a)(1) relating to
11 salary advancement on promotion.

12
13 **(d) Transfer:** The salary rate of an employee who transfers to a different position in the same
14 class, or from a position in one class to a position in another class in the same pay grade, shall
15 remain unchanged, provided that no employee shall be paid less than the minimum rate nor more
16 than the maximum rate for the new class of position, except as otherwise provided in this
17 ordinance.

18
19 **(e) Over Maximum:** The salary of an employee, which is in excess of the maximum of the
20 range prescribed by this ordinance for the class and grade to which his/her position has been
21 allocated or may be reallocated, shall not be reduced by reason of the new salary range and grade.

1 The salary of such employee shall not be increased so long as he/she remains in the class of
2 position, except as otherwise provided by this ordinance.

3 4 **SECTION 7**

5 **SALARY ADJUSTMENT**

6
7 Salary adjustments for all employees in competitive positions shall be based on
8 considerations of merit, equity, or success in fulfilling predetermined goals and objectives as
9 herein provided.

10
11 **(a)** Competitive positions for which salary is established in Section 2(a) - General and
12 Management Schedule;

13
14 (1) All full time employees employed on March 29, 2020 whose salary is established
15 in Section 2(a) – General and Management Pay Schedules, shall receive a one-time, lump sum
16 payment of \$1,000.00 effective with the pay period beginning March 29, 2020.

17
18 (2) Any employee whose salary is established in Section 2(a) – General and
19 Management Pay Schedules, may receive a service rating in accordance with the City’s Service
20 Rating Manual. The rating together with the standards of performance established in the rating
21 manual shall determine eligibility for a two percent (2%) or in the second year, a one step within-

range (merit) increase at intervals as outlined in the City's Service Rating Manual or other pay regulation(s) or ratings as determined by the Chief Medical Examiner.

(3) Effective beginning with the bi-weekly pay period starting June 21, 2020, all employees whose salary is established in Section 2(a) – General and Management Pay Schedules, who would be eligible to receive an annual step increase as a result of a “Successful” or “Highly Successful” Overall Rating on their regular Service Rating date will instead receive a two-step (*i.e.* 3%) increase regardless of their current rate or place in the pay schedule.

(4) A non-exempt (Overtime Code 3 or 4) employee whose pay is established in Section 2(a) of this ordinance who receives an Overall Rating of “Unsuccessful” as defined by the City's Service Rating Manual, shall have his/her salary reduced as determined by the standards established in the City's Service Rating Manual, but not less than the minimum of the pay grade range.

(b) As used in this ordinance, "anniversary date" means the date following fifty-two (52) weeks of continuous service from the date of original appointment or from the date of the last salary adjustment, if other than a temporary reduction in pay for disciplinary reasons, a demotion or an across-the-board ordinance increase, an increase resulting from an authorized incentive program, or an upgrade of the classification concurrent with adoption of the ordinance. Absence from service as a result of any authorized paid leave, suspensions, military leave, or family/medical leave will not interrupt continuous service. Absence from service for any other cause shall result

1 in breaking continuity of service and establishment of a new anniversary date, except as otherwise
2 provided in this ordinance. The Chief Medical Examiner may authorize different anniversary dates
3 for an employee or groups of employees.

4
5 (c) The Chief Medical Examiner may evaluate the performance of an employee whose salary
6 is established in Section 2(a) of this ordinance for the purpose of a salary adjustment only at
7 intervals as described above except in the case of:

8
9 (1) Exceptional performance of duties:

10
11 With the prior approval of the Chief Medical Examiner may advance the salary of an
12 employee who demonstrates exceptional performance of duties after serving twenty-six (26) weeks
13 of employment at the same rate in the salary range by not more than ten percent (10%) or to the
14 closest step in the pay range which provides not more than a ten percent (10%) increase; this may
15 be in addition to any merit increase received.

16
17 (2) Substandard performance of duties:

18
19 The Chief Medical Examiner may reduce the salary of an employee whose level of
20 performance is significantly diminished and no longer warrants payment at the current rate within
21 the range as provided in the City's Service Rating Manual; providing the employee's salary is

1 above the minimum of the range, established in Section 2(a) and allocated to Overtime Code 3 or
2 Overtime Code 4.

3
4 The granting of any such increase or decrease in salary shall be made at the beginning of a
5 payroll period, as determined by the Chief Medical Examiner, following approval of such salary
6 action.

7
8 **(d)** The Chief Medical Examiner may approve adjustments to correct or mitigate serious and
9 demonstrable internal pay inequities. Salary adjustments under this provision shall preclude
10 adjustments to compensate or reward employees for long-term or meritorious service.

11
12 **(e)** The pay of any employee may be decreased as a disciplinary action by the Chief Medical
13 Examiner to a lower rate. Any such decrease shall be made in accordance with the established
14 disciplinary procedures. The decrease shall not be greater than fifteen percent (15%) of the current
15 salary rate. The decrease may be below the minimum of the pay range for the class. The
16 appointing authority may determine the pay decrease shall be effective for a specific number of
17 bi-weekly pay periods provided, however, that such decrease shall not be effective for more than
18 thirteen (13) bi-weekly pay periods.

19
20 **(f)** An employee who is temporarily promoted shall be eligible for within range salary
21 adjustments under provisions of this Section 7.

1 **(g)** The Chief Medical Examiner may approve a within range salary adjustment or other
2 incentives to retain employees in positions that are difficult to fill, or because of their unique
3 requirements. Said adjustment may only be granted once during a twenty-six (26) week period.
4

5 **SECTION 8**
6 **INCOME SOURCES**
7

8 Any salary paid to an employee in the Medical Examiner's Office shall represent the total
9 remuneration for the employee, excepting reimbursements for official travel and other payments
10 specifically authorized by ordinance. No employee shall receive remuneration from the City in
11 addition to the salary authorized in this ordinance for services rendered by the employee in the
12 discharge of the employee's ordinary duties, of additional duties which may be imposed upon the
13 employee, or of duties which the employee may undertake or volunteer to perform.
14

15 Whenever an employee not on an approved paid leave works for a period less than the
16 regularly established number of hours a day, days a week or days bi-weekly, the amount paid shall
17 be proportionate to the hours in the employee's normal work week and the bi-weekly rate for the
18 employee's position. The payment of a separate salary for actual hours worked from two (2) or
19 more departments, divisions or other units of the City for duties performed for each of such
20 agencies is permissible if the total salary received from these agencies is not in excess of the
21 maximum rate of pay for the class.
22

1 **(b)** No employee shall be reduced in salary by reason of the adoption of the new pay schedules
2 in this ordinance.

3
4 **(c)** The salary of an employee serving in a trainee position, which remains above the new
5 trainee rate for his/her position, shall remain unchanged.

6
7 **(d)** The Chief Medical Examiner may establish a special conversion procedure for a class or
8 position in the event that the Director determines that a serious inequity would be created by the
9 application of the conversion procedures established in this Section 9.

10
11 **(e)** The Chief Medical Examiner shall establish such procedures as needed to place this
12 ordinance into effect and interpret its provisions.

13
14 **SECTION 10**
15 **PAYMENT OF SALARIES**
16

17 All compensation for positions in the Medical Examiner's Office shall be paid bi-weekly.
18 The Chief Medical Examiner and Comptroller shall establish the procedure for listing employees
19 on the various payrolls. The payment due each employee for service, except as otherwise provided,
20 shall be made not later than sixteen (16) days after the end of the bi-weekly pay period. In the
21 event that an employee is dismissed or has been employed for occasional or emergency work, the
22 Comptroller may immediately pay the employee upon termination of service without waiting for

1 the regular bi-weekly pay date of the Department, Division, Section, Office, Agency, Board or
2 Commission where the employee worked.

3
4 **SECTION 11**
5 **CHANGES TO CLASSIFICATION PLAN**
6

7 Whenever the Chief Medical Examiner finds it necessary to add a new class to the
8 classification plan, the Chief Medical Examiner shall allocate the class to an appropriate grade and
9 schedule in this ordinance and notify the Board of Aldermen of this action.

10
11 Whenever the Chief Medical Examiner finds it necessary to change the overtime code of
12 an existing class within the classification plan, the Chief Medical Examiner shall change the
13 overtime code and notify the Board of Aldermen of this action.

14
15 Whenever the Chief Medical Examiner finds it necessary to change the pay schedule of an
16 existing class within the classification plan, the Chief Medical Examiner shall allocate the class to
17 the appropriate schedule in this ordinance and notify the Board of Aldermen of this action.

18
19 The pay grade allocated to a class of position within the classification plan shall remain
20 unchanged for the duration of the existing compensation ordinance. Whenever the Chief Medical
21 Examiner considers it necessary to change the pay grade of an established class of position, such
22 adjustment can only be made concurrent with the adoption of a new compensation ordinance.

1 Recommendation for the allocation of a new pay grade shall be made by the Chief Medical
2 Examiner for final approval by the Board of Aldermen.

3 4 **SECTION 12**

5 **PAYROLL FORMS**

6
7 The Chief Medical Examiner shall prescribe forms on which subordinate managers shall
8 certify to the fact that a vacancy exists in a lawfully created position and to the lawful appointment
9 of a person to fill the position. The Chief Medical Examiner shall indicate on these forms the
10 proper allocation of the position and the rate at which payment is to be made. When approved by
11 the Chief Medical Examiner and submitted to the Comptroller, these forms shall constitute
12 authorization for the initial placing of a person's name on the payroll. The Comptroller shall not
13 authorize any change in the rate of pay of an individual on the payroll unless approved by the Chief
14 Medical Examiner. The Comptroller shall provide the Chief Medical Examiner with a copy of
15 each payroll audited and found correct within twenty-one (21) days after audit and approval of the
16 payroll by the Comptroller's Office.

17 18 **SECTION 13**

19 **CERTIFICATION OF PAYROLL**

20
21 The Chief Medical Examiner shall certify on each payroll or a subsidiary document that
22 each person whose name appears on the payroll has been lawfully appointed at a salary provided

1 by this ordinance and that the employee has actually worked the time for which he/she will be
2 paid, subject to the provisions of this ordinance governing hours of work and leaves of absence in
3 the Medical Examiner's Office.

4 5 **SECTION 14**

6 **MINIMUM WORK HOURS**

7
8 The Chief Medical Examiner shall establish procedures to assure that the employees under
9 his/her supervision are actively engaged in the performance of the duties of their positions in
10 accordance with the provisions of this section.

11
12 Each manager/supervisor shall submit to the Chief Medical Examiner the work schedule
13 established for each position in the work unit. Work schedule reports shall be submitted upon
14 request of the Chief Medical Examiner or whenever the manager/supervisor proposes to change
15 the permanent work schedule of a position. The work schedule submitted by the
16 manager/supervisor shall constitute the normal work schedule for the position when approved by
17 the Chief Medical Examiner.

18
19 All employees in the Medical Examiner's Office shall be in attendance at their work in
20 accordance with schedules established under the provisions of this Section 14, subject to other
21 provisions of this ordinance with respect to hours, holidays, vacation, medical leave, furloughs,
22 sick leave, military leave, and leaves of absence with or without pay.

1
2 **(a)** Employees whose salaries are established in Section 2(a): Forty (40) hours shall constitute
3 the average minimum required weekly hours of service in an employment cycle under regular full-
4 time employment for all City employees paid on a bi-weekly basis and occupying positions in the
5 Medical Examiner's Office. The minimum daily and annual service required of such employees
6 shall be in proportion to the average minimum weekly hours established.

7
8 Each manager/supervisor shall so arrange the time for reporting for work, for luncheon
9 intermission, and for quitting work of the various employees under their jurisdiction.

10
11 **(b)** Management Employees: Managers for employees occupying full-time positions whose
12 salaries are established in Section 2(a) of this ordinance shall initiate procedures to see that such
13 employees are engaged in the performance of their duties on a full-time basis. Full-time
14 employment for any employee whose classification is denoted in the Management Schedule shall
15 be defined as an average of forty (40) hours per week of time devoted to the duties of the position
16 on an annual basis.

17 18 **SECTION 15**

19 **OVERTIME**

20
21 **(a)** The Chief Medical Examiner shall determine those positions in the Medical Examiner's
22 Office of the City of St. Louis which are exempt from overtime compensation and those positions

1 which are not exempt from overtime compensation. The overtime codes established for each class
2 in Section 1(a) of this ordinance shall be interpreted as follows:

3
4 OVERTIME CODE (OVTM):

5
6 1 These classes are primarily managerial in nature, but may also include some
7 professional or administrative classes that are ineligible for overtime pay
8 under all but emergency conditions as described in Section 15(d) of this
9 ordinance.

10
11 2 These are supervisory, professional, and administrative classes that are
12 exempt from overtime compensation, but which the City compensates for
13 overtime at the straight (1.0x) time rate.

14
15 3 These are non-exempt classes that receive overtime compensation at the one
16 and one-half (1.5x) time rate.

17
18 Managers/Supervisors are prohibited from changing employee work schedules to avoid the
19 payment of overtime.

20
21 For purposes of determining overtime pay rates for non-exempt employees, the regular
22 hourly rate of pay shall be used.

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Any employee in a class which has been allocated to Overtime Code 3 (non-exempt) in this ordinance shall be compensated for overtime work in accordance with the provisions of this section. Each manager/supervisor shall designate and submit to the Chief Medical Examiner the official work week and schedule or work cycle for all non-exempt positions in the work unit. The average number of scheduled hours in a bi-weekly pay period shall not be less than eighty (80) for full-time employment.

Whenever an Overtime Code 3 employee whose pay matrix is in Section 2(a) works hours in excess of the maximum established for an official work week or work cycle, usually forty (40) hours in a work week such hours shall be paid at the one-and-one-half time (1.5x) rate. In addition to the actual hours worked, vacation, and compensatory time only shall count as hours worked for the purpose of determining eligibility for overtime compensation.

(a) Any employee in a class which has been allocated to Overtime Code 2 in Section 1(a) of this ordinance shall be compensated for overtime by granting the employee pay or compensatory time off at the straight (1.0x) time rate. Each appointing authority shall designate and submit to the Chief Medical Examiner the official work week or work cycle, which is usually forty (40) hours, for all exempt (Code 2) positions in the work unit. Whenever a full-time employee in an exempt (Code 2) position is directed by management, with the approval of the appointing authority, to work hours in excess of the maximum established for an official work week or work cycle it shall be considered overtime. In addition to the actual hours worked, vacation, and

1 compensatory time only shall count as hours worked for the purpose of determining eligibility for
2 overtime compensation. Straight time (1.0x) overtime shall be compensated at the employee's
3 regular hourly rate of pay, or by granting the eligible employee compensatory time off at the rate
4 of one (1) hour for each hour of overtime worked. The average number of scheduled hours in a
5 bi-weekly pay period shall not be less than eighty (80) for full-time employment. The regular
6 hourly rate of pay for an exempt (Code 2) bi-weekly paid employee shall be determined by dividing
7 the employee's regular bi-weekly rate of pay by the average number of regularly scheduled hours
8 of work in a bi-weekly pay period.

9
10 **(b)** Part-time bi-weekly paid employees and employees paid on an hourly or per performance
11 basis shall be compensated for overtime work in accordance with the overtime provisions of this
12 section and with consideration for community practices in compensating similar employment.

13
14 **(c)** The Chief Medical Examiner may compensate Overtime Code 1 employees at the straight-
15 time (1.0x) rate, when both of the following conditions exist: 1) the Mayor of the City of St. Louis
16 declares an emergency due to serious and protracted conditions which threaten continuous City
17 Service, preservation of public peace, health, or safety, and 2) the Chief Medical Examiner directs
18 an employee or group of employees to work in excess of forty (40) hours per week. The
19 manager/supervisor shall maintain attendance records of the assignment(s) and submit such
20 records at the request of the Chief Medical Examiner.

1 **(e)** Employees who wish to use compensatory time earned in lieu of pay must make their
2 request in writing at least twenty-four (24) hours in advance of the day or days requested. The
3 manager/supervisor shall keep in mind the staffing needs of the department when granting time
4 off, but in any case time off will not be unreasonably denied.

5
6 Pay shall be the regular method of compensation for recorded overtime hours of work for
7 employees in classes with Overtime Code 3. However, a manager/supervisor shall compensate a
8 non-exempt bi-weekly paid employee for overtime work by granting the employee compensatory
9 time off in lieu of pay only if the employee requests compensatory time, in writing.

10
11 Employees engaged in public safety, emergency response or seasonal activity as defined
12 by the Chief Medical Examiner may have a maximum balance of two hundred forty (240) hours
13 of compensatory time; except that Management Personnel shall only be allowed to accumulate up
14 to forty (40) hours of compensatory time. All other employees are allowed a maximum balance
15 of one hundred twenty (120) hours of compensatory time. These maximum balances of
16 compensatory time shall apply to employees working an average work week of forty (40) hours;
17 the maximum balance of compensatory time for employees whose average work week is more or
18 less than forty (40) hours shall be proportionate. No provision of this section establishing a
19 maximum balance of compensatory time shall serve to cancel any compensatory time due to an
20 employee or to deny an employee payment for recorded compensatory time earned in accordance
21 with the provisions of the compensation ordinance in effect at the time the compensatory time was
22 earned.

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Each manager/supervisor shall establish procedures to assure that non-exempt employees are promptly granted time off when such employees request to use their earned compensatory time. A manager/supervisor may not deny non-exempt employees' requests for earned compensatory time off except when such approval would create an extreme business hardship. When a manager/supervisor determines that the work schedule of the organization will not permit the granting of such time off, the manager/supervisor shall pay the employee in that same pay period for all or a portion equivalent to the time requested of the employee's accrued compensatory time. This provision requiring the prompt granting of requested time off applies only to compensatory time that is earned as a result of the employee working overtime; it does not apply to compensatory time earned as a result of an incentive program or bonus award program.

Compensatory time earned by exempt employees shall be granted to an employee at the discretion of the manager/supervisor in one of the following ways: 1) on request of the employee; 2) on termination of services with the City.

(f) Before an employee is transferred, promoted or demoted from a position under one manager/supervisor to a position under another manager/supervisor or to another unit with a different appropriation, all compensatory time shall be granted or paid. Upon the death of an employee, the person or persons entitled by law to receive any compensation due to the employee shall be paid any amount due to the employee on the date of death.

(g) All sections shall keep daily attendance records of Medical Examiner Employees and shall submit periodic reports of: 1) unexcused absences and leaves; 2) reports of overtime earned, granted, and paid; or 3) the nonoccurrence of same to the Chief Medical Examiner in the form and on the dates specified as required or requested.

SECTION 16

HOLIDAYS

(a) Medical Examiner employees working full-time who are paid a bi-weekly rate shall be entitled to leave with pay, pay, or compensatory time off in lieu of pay or paid leave for regularly scheduled work on the following designated holidays:

<u>DATE</u>	<u>HOLIDAY</u>
January 1	New Years Day
Third Monday in January	Rev. Martin Luther King Jr. Day
Third Monday in February	Presidents' Day
Last Monday in May	Memorial Day
July 4	Independence Day
First Monday in September	Labor Day
November 11	Veterans' Day
Fourth Thursday in November	Thanksgiving Day
Day after Thanksgiving	Day after Thanksgiving

December 25

Christmas Day

In addition to the above enumerated designated holidays, full-time Medical Examiner employees shall be entitled to leave with pay, pay, or compensatory time off in lieu of pay as established by this *Section 16* on any day or partial day the Mayor declares by proclamation the closing of City offices.

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

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

1
2 **(b)** Each manager/supervisor shall determine the manner of granting holidays and shall report
3 his/her determination to the Chief Medical Examiner, if required by the Chief Medical Examiner.
4 When full-time employees, whose pay is established in Section 2(a) of this compensation
5 ordinance, are required to work on a holiday they shall be entitled to compensation for the holiday
6 and the hours actually worked. Compensation for the holiday shall be in an amount proportionate
7 to the number of hours an employee is regularly scheduled to work in a day or shift.

8
9 Except as otherwise provided in this section, when a City holiday falls on an employee's
10 regularly scheduled day off, the employee shall be entitled to have compensatory time added to
11 his/her balance in an amount proportionate to the number of hours regularly scheduled in a day or
12 shift.

13
14 If an employee is docked from the payroll for one hour or more on the full scheduled
15 workday preceding a holiday, the full scheduled work day following a holiday, or on a scheduled
16 holiday, the employee shall not be compensated for the holiday.

17
18 The holiday compensation procedures established by this Section 16 shall apply to full-
19 time Medical Examiner employees paid a bi-weekly rate. Part-time bi-weekly rate employees
20 shall be compensated for holidays in proportion to the percentage of time they are regularly
21 scheduled to work. Employees paid on an hourly or per performance basis shall not be entitled to
22 holiday compensation, except as otherwise provided in this ordinance.

1
2 In the event that the holiday schedule established in this Section 16 is revised, employees
3 who are granted compensatory time in lieu of all holidays shall have their leave benefits adjusted
4 accordingly. The Chief Medical Examiner may establish additional or alternate holiday leave
5 policies for employees occupying public safety positions which qualify for the special overtime
6 pay provisions under Federal law or for employees with official work schedules authorized by the
7 Chief Medical Examiner which exceed the normal forty (40) hour weekly work schedule.
8 Procedures developed in compliance with this Section 16 shall be designed to treat employees in
9 the same manner who work substantially equivalent work schedules.

11 SECTION 17

12 VACATION

13
14 Vacation leave with pay shall be granted to employees paid a bi-weekly rate in permanent
15 competitive positions working fifty percent (50%) time or more. The Chief Medical Examiner
16 may establish additional guidelines and policies to govern the administration of vacation leave
17 benefits in the Medical Examiner's Office.

18
19 (a) Vacation hours shall be granted to employees whose pay is established in Section 2(a),
20 with appointment date before April 23, 1989.

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PAY ESTABLISHED
IN SECTION
2(a)

Length of	Bi-Weekly	Annual
<u>Cumulative Service</u>	<u>Accrual Rates</u>	<u>Equivalent</u>
1 but less than 5 years	5	130
5 but less than 10 years	6	156
10 but less than 15 years	7	182
15 but less than 20 years	8	208
20 or more years	9	234

Employees employed before July 18, 2010 whose pay is established in Section 2(a) of this ordinance completing five (5) years of cumulative service, ten (10) years of cumulative service, fifteen (15) years of cumulative service, or twenty (20) years of cumulative service shall have forty (40) hours of vacation added to their existing balance,

(b) Vacation hours shall be granted to employees whose pay is established in Section 2(a) with appointment date on or after April 23, 1989.

PAY ESTABLISHED

IN SECTION

2(a) or 2(b) or 2(c)

Length of	Bi-Weekly	Annual
<u>Cumulative Service</u>	<u>Accrual Rates</u>	<u>Equivalent</u>
1 but less than 5 years	3	78
5 but less than 10 years	5	130
10 but less than 15 years	6	156
15 but less than 20 years	7	182
20 or more years	8	208

Employees employed before July 18, 2010 whose pay is established in Section 2(a) of this ordinance completing five (5) years of cumulative service, ten (10) years of cumulative service, fifteen (15) years of cumulative service, or twenty (20) years of cumulative service shall have forty (40) hours of vacation added to their existing balance.

(c) Employees employed on or after July 18, 2010 will not have the 40 hours added to their vacation balance upon completion of five (5) years of cumulative service, ten (10) years of cumulative service, fifteen (15) years of cumulative service, or twenty (20) years of cumulative service.

(d) All references in this ordinance, except as otherwise noted, to accrual rates, additions to, and accrual maximums for vacation are for employees working a scheduled work week of forty

1 (40) hours. Vacation rates, additions and maximums shall be computed on a proportionate basis
2 for employees whose average work week is more or less than forty (40) hours. When an eligible
3 employee's scheduled work week is changed, the employee's rate of accrual shall be changed
4 proportionately. All references in this ordinance to cumulative service for vacation shall mean
5 cumulative service without a break in service of more than one year, except as provided otherwise
6 in this ordinance. No employee who works less than fifty percent (50%) time or who is serving in
7 a limited-term position shall be eligible to accrue vacation.

8
9 **(e)** (1) The maximum vacation balance for those working an average work week of forty
10 (40) hours shall be six hundred (600) hours. Vacation accrual maximums, for those working more
11 or less than forty (40) hours per week, but at least fifty percent (50%) time, shall be established in
12 accordance with Section 17 of this ordinance.

13
14 (2) When an employee's full-time average work week is changed, the maximum
15 vacation balance shall be changed proportionately. In addition, the employee shall have his/her
16 current vacation balance adjusted so that the vacation shall maintain the same position relative to
17 the new maximum balance as existed with the employee's previous maximum balance. Accrual
18 of vacation shall cease when an employee accumulates the maximum vacation balance established
19 for the assigned work schedule and shall not resume until the vacation balance is less than the
20 maximum amount.

1 **(f)** Accrual of vacation shall begin and be credited upon the first bi-weekly pay period and
2 each pay period thereafter but employees must complete the entire pay period to accrue the
3 vacation leave at the end of said pay period:

4
5 (1) of appointment;

6
7 (2) of return to duty from leave of absence;

8
9 (3) of restoration to employment of one-half (50%) time or more.

10
11 Vacation leave shall be granted in whole hour units. On termination of service, any
12 fractional hour shall be made whole. The accrual of vacation leave shall cease at the employee's
13 last day at work or beginning of terminal leave.

14
15 **(g)** Managers/supervisors shall be responsible for establishing all vacation leave schedules, but
16 may not discipline employees by imposing unusual vacation schedules. Vacation shall be granted
17 to the employee at the discretion of the manager/supervisor as provided by this ordinance in one
18 of the following ways:

19
20 (1) When the employee requests vacation leave in accordance with departmental policies.

21
22 (2) When directed to take paid time off by the manager/supervisor.

1
2 (3) When an employee is terminated or resigns from the Medical Examiner's Office.

3
4 (4) When an employee whose salary is established in Sections 2(a) reaches the established
5 maximum accrual and would cease accruing vacation, the employee may notify the
6 manager/supervisor in writing of his/her intention to schedule vacation. Such notice shall be at
7 least seven (7) days prior to the first work day the employee intends to take off. If the
8 manager/supervisor fails to establish a different vacation schedule, the employee may, at will and
9 without assuming liability for disciplinary action, take the paid leave, which was proposed in
10 writing.

11
12 (5) All employees may request payment from the appointing authority for forty (40) hours
13 of vacation accrual in lieu of scheduling paid leave provided that the full vacation allowance for
14 that year is not exceeded. This may be done a maximum of once in each calendar year.
15 Management employees may request payment from the appointing authority for up to an additional
16 forty (40) hours of their vacation accrual balances in lieu of scheduling paid leave if their schedules
17 do not permit them to be absent from work. These requests are subject to the prior approval of the
18 Chief Medical Examiner.

19
20 (h) During the first twelve (12) months of employment, unless stated otherwise in this
21 ordinance, accrued vacation may be granted to an employee provided that the employee has
22 completed six (6) months of continuous service. When the service of an employee is terminated

1 after twelve (12) months of continuous service, any accumulated vacation that is due the employee
2 shall be paid. When employment is terminated before completing twelve (12) months of
3 continuous service, any previously advanced vacation leave shall be deducted from the employee's
4 final pay.

5
6 **(i)** Employees who separate from the Medical Examiner's Office and who return to the
7 Medical Examiner's Office within twenty-four (24) months of the separation, will be given credit
8 for prior continuous service in determining the vacation accrual rate in accordance with *Section*
9 *17(a), 17(b), 17(d), 17(e), or 17(f)* of this ordinance and based on the date of the employee's
10 original appointment.

11
12 **(j)** Employees who move to the Medical Examiner's Office from a non-Medical Examiner's
13 Office shall be given credit for the years of service in the non-Medical Examiner's Office in
14 determining the vacation accrual rate in accordance with Section 17(a) or 17(b) of this ordinance
15 and based on the date of the employee's original appointment.

16
17 **(k)** Employees who return to work from a "reemployment from layoff" eligible list shall be
18 eligible to use vacation as soon as it is accrued unless stated otherwise in this ordinance provided
19 the employee has completed six (6) months of continuous service prior to the layoff and with
20 approval of the manager/supervisor. An employee who has completed less than six (6) months of
21 continuous service will be required to complete the remaining portion of the six (6) months period
22 before being eligible to use vacation.

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Any such reemployed worker shall be given credit for prior continuous service in determining the employee's vacation accrual rate in accordance with the schedule established in Section 17(a), 17(b), 17(d), 17(e), or 17(f) of this ordinance and based on the employee's original appointment.

(l) Managers/supervisors shall be responsible for the management of their vacation schedules so as to most effectively administer their organizations and fulfill the desire of employees in the establishment of leave schedules.

(p) Accrued vacation shall be carried with an employee when transferred, promoted, or demoted from a position under one appointing authority to a position under another appointing authority without a break in service or change in method of pay. Upon the death of an employee, the person or persons entitled by law to receive any compensation due the employee shall be paid the amount due the employee for accrued vacation.

(q) With the approval of the Chief Medical Examiner, a retiring employee may be paid on the payroll for accrued vacation in the month prior to retirement without inclusion in the employee's final average compensation. The Chief Medical Examiner may pay previously accrued vacation off in a lump sum to an employee whose service with the City Medical Examiner's Office has terminated. Such payment shall be made on the employee's last regular paycheck. The lump sum

1 payment shall include compensation for any holidays occurring during the employee's terminal
2 vacation leave period as if employee's vacation had been run out on payroll.

3
4 **(r)** Employees occupying excepted positions in the Medical Examiner's Office shall be
5 granted vacation at the discretion of the Chief Medical Examiner. An employee whose term in an
6 excepted position ends and who is then appointed to a permanent competitive position working
7 fifty percent (50%) time or more shall become eligible to accrue vacation leave with pay upon
8 appointment to the competitive position. Length of cumulative service for the purpose of
9 determining rate of vacation leave accrual shall be based on the employee's original date of
10 appointment to the excepted position, providing there was no break in service between expiration
11 of the excepted position and appointment to the permanent competitive position. The date of
12 appointment to the permanent competitive position shall be used to determine the appropriate rate
13 of vacation accrual for the corresponding length of cumulative service in accordance with the
14 schedule established in Section 17(b).

15
16 **(s)** Managers/supervisors shall report leave with pay for vacation and such other authorized
17 absences as the Chief Medical Examiner shall designate in such form and at such time as the Chief
18 Medical Examiner may require.

19
20 **SECTION 18.**

21 **SICK LEAVE**

1 **(a)** Employees ceased accruing sick leave beginning July 18, 2010. Thereafter, an employee
2 may choose to use his/her sick leave in accordance with regulations established by the Chief
3 Medical Examiner.

4
5 **(b)** An active employee who is a member of the Employees Retirement System of the City of
6 St. Louis, and who applies for retirement and immediately retires from active service, shall receive
7 payment for his/her sick leave balance less any sick leave credited or paid to a member or used in
8 the calculation of retirement benefits under this or any other ordinance(s). If the Employees
9 Retirement System provides for sick leave to be credited or paid to a member or used in the
10 calculation of retirement benefits, this payment shall be limited to a maximum of fifty percent
11 (50%) of the value of the employee's sick leave balance. If the Employees Retirement System of
12 the City of St. Louis provides for sick leave to be credited or paid to a member or used in the
13 calculation of retirement benefits, this payment shall be fifty percent (50%) of the value of the
14 employee's sick leave balance at time of retirement.

15
16 **(c)** If a member of the Employees Retirement System of the City of St. Louis who had been
17 otherwise eligible for Normal or Early Service Retirement dies his/her estate may receive payment
18 based on the calculation above on the employee's sick leave balance, if any. Payment shall be
19 made in accordance with the procedures established by the Chief Medical Examiner.

1 **(d)** An employee who is reemployed from an authorized layoff shall have his/her prior sick
2 leave balance if any restored, provided this balance has not be used in the determination of pension
3 benefits paid to the retiree.

4
5
6 **SECTION 19.**

7 **MEDICAL LEAVE**

8
9 **(a)** Medical leave with pay shall be granted to bi-weekly rate employees in permanent
10 competitive positions working fifty percent (50%) time or more in accordance with regulations
11 and procedures established by the Chief Medical Examiner.

12
13 (1) All employees, unless otherwise stated in this ordinance, shall accrue three (3)
14 hours of medical leave for each bi-weekly pay period of employment but must complete the entire
15 pay period to accrue the medical leave at the end of said pay period. This accrual rate is established
16 for employees working an average work week of forty (40) hours. Medical leave shall be
17 computed on a proportionate basis for employees whose average work week is more or less than
18 forty (40) hours. An eligible employee may be granted paid medical leave by his/her appointing
19 authority after completing twenty-six (26) weeks of continuous service.

20
21 **(b)** The Chief Medical Examiner may establish a system of cash awards, paid time off or other
22 incentives to reward employees for perfect and near perfect attendance.

1
2 (c) An appointing authority shall remove an employee from the payroll for unexcused absence
3 in accordance with regulations and procedures established by the Chief Medical Examiner. When
4 an employee is docked from the payroll under the provisions of this section, the amount deducted
5 from his/her regular bi-weekly rate of pay shall be one times (1.0x) the regular hourly rate as
6 defined in this ordinance for each hour of unexcused absence. If an employee is docked from the
7 payroll for one (1) hour or more in a bi-weekly pay period, he/she will cease to accrue medical
8 leave for the pay period.

9
10 (d) If management decides to send their employees or a group of employees' home due to
11 inclement weather, they will not lose their medical leave accrual for that pay period.

12
13 (e) All leave with or without pay for illness, injury, or physical inability to perform assigned
14 duties shall be recorded on the payroll or a subsidiary document in the manner established by the
15 Chief Medical Examiner. Compensation for periods of absence from work when an employee
16 sustains an injury by accident on the job shall be governed by the provisions of *Section 25*
17 *(Workers' Compensation and Disability Leave)* of this ordinance.

18
19 (f) An employee who is reemployed from an authorized layoff shall have his/her prior medical
20 leave balance and sick leave balance restored if any, provided any sick leave balance has not been
21 credited to the employee's length of service in determining pension benefits paid to the retiree. An
22 employee who is reemployed from an authorized layoff and who has a medical and/or sick leave

1 balance and who completed twenty-six (26) weeks of continuous employment prior to the layoff
2 may take approved medical and/or sick leave upon reemployment.

3
4 **(g)** Each manager/supervisor shall institute procedures, in accordance with regulations
5 established by the Chief Medical Examiner that will discourage the improper use of medical leave
6 with pay. When an employee is removed from the payroll for absence not approved by the
7 appointing authority, the employee shall be notified promptly in writing.

8
9 **(h)** Employees shall not receive payment for any medical leave balance and it shall not be used
10 in the calculation of retirement benefits or payments under this ordinance or any other ordinance.

11 12 **SECTION 20.**

13 **MILITARY LEAVE**

14
15 The City of St. Louis will follow all applicable state and federal laws on the granting of
16 military leave and reemployment rights.

17
18 Each employee is required to give advance notice (at least 30 days prior to departure when
19 feasible), preferably in writing, of service obligation or intention to perform services in the
20 uniformed services, unless such notice is prevented by military necessity, as determined by a
21 designated authority, or impossible or unreasonable under all of the circumstances.

Upon the expiration of military leave of absence, the employee shall be reinstated to the class of position he/she occupied at the time the leave was granted without breaking continuity of service. Failure of an employee to report for duty within the time pursuant to state or federal law shall be just cause for dismissal. The employee's accumulated leave balance(s) shall be restored to the employee upon his/her return.

SECTION 21.

EDUCATION REIMBURSEMENT

A manager/supervisor may, with the prior approval of the Chief Medical Examiner, authorize salary payments, payments of tuition expenses, fees, books and related material in whole or in part to employees to permit them to attend school, visit other governmental agencies or in any approved manner to devote themselves to improvement of knowledge or skills required in the performance of the duties of their position.

The Department of Personnel may reimburse, in whole or in part, expenses incurred by employees in the pursuit of improvement of the knowledge and skills required in the performance of their positions or in higher positions, when funds have been budgeted therefore.

A manager/supervisor, with the approval of the Chief Medical Examiner, may establish a program to reimburse, in whole or in part, expenses incurred by employees in the pursuit of

1 improvement of the knowledge and skills required in the performance of the duties of their
2 positions or to improve their professional, technical or managerial knowledge or skill.

3 4 **SECTION 22.**

5 **LEAVES OF ABSENCE AND FAMILY/MEDICAL LEAVE**

6

7 An employee may request a leave of absence, or a manager/supervisor may request a leave
8 of absence for an employee, for any reason under the City's general leave policy, or a
9 "Family/Medical Leave of Absence" for certain qualifying reasons under provisions of "The
10 Family and Medical Leave Act of 1993" as provided in this ordinance and under additional
11 provisions and regulations as determined by the Chief Medical Examiner.

12
13 **(a)** A manager/supervisor, with the approval of the Chief Medical Examiner, may grant an
14 employee in the Medical Examiner's Office a general leave of absence without pay for a period of
15 one year, which may be extended, with the prior approval of the Chief Medical Examiner.

16
17 Upon the expiration of such leave of absence, the employee shall be reinstated to the
18 competitive position he/she occupied at the time the leave was granted provided the position is
19 still in existence and he/she is able to perform the duties of the position. The employee shall be
20 reinstated to the competitive position at the same relative rate in the salary range the employee
21 occupied at the time the leave was initiated. Failure of an employee to report for duty promptly at
22 the expiration of the leave shall be just cause for dismissal. If necessary to the efficient conduct

1 of the business of the City, an employee on leave other than military leave or qualifying
2 family/medical leave may be notified by the appointing authority, with the approval of the Chief
3 Medical Examiner, to return prior to the expiration of such leave. Failure of the employee to return
4 within ten (10) calendar days after receipt of such notice shall terminate his/her leave of absence
5 and be just cause for dismissal, subject to any applicable federal, state or local regulations.

6
7 **(b)** The City of St. Louis will follow all applicable state and federal laws on the granting of
8 family/medical leave.

9
10 The Chief Medical Examiner shall establish additional rules, guidelines and procedures for
11 the effective administration of the City's "Family/Medical Leave Policy." The policy shall comply
12 with all provisions of the "Family/Medical Leave Act of 1993" and any amendments thereafter.

13
14 Employees must take all of their accrued time (sick leave, medical leave, vacation leave)
15 prior to being placed on leave without pay status for approved Family and Medical Leave, except
16 employees can keep one (1) week of vacation hours (if they have accrued one (1) week of vacation
17 and are eligible to take them). Employees will be allowed to use all their compensatory time, if
18 requested by employee.

19
20 **(c)** Any employee in the Medical Examiner's Office who is appointed to a position in the
21 Medical Examiner's Office shall be granted an in-service leave without pay from the position
22 during the term to which he/she is appointed to the position. Such leave shall be for the term of

1 the appointment to the position and until his/her successor qualifies. Upon the expiration of the
2 appointment to the position, the employee shall be reinstated to the position he/she occupied
3 immediately prior to the in-service leave. The employee shall be reinstated to the position as under
4 a temporary promotion pursuant to *Section 6(a)(2)* of this ordinance. Employees who are returned
5 to a position shall retain any vacation, compensatory time, sick leave, or medical leave balance in
6 effect at the time of granting of the leave of absence for appointment to the position. Employees
7 shall be given credit for time spent in an appointment in computing eligibility for additional
8 vacation leave accrual.

9
10 **(d)** In the event that emergency conditions occur which require the closing of City-operated
11 facilities or the temporary cessation of functions carried out by classified employees, the Mayor
12 of the City of St. Louis may declare an emergency and require an employee or group of employees
13 to take leaves of absence with or without pay while such emergency conditions exist. In the event
14 that the Mayor requires that the leave of absence be without pay, an employee with vacation or
15 accrued compensatory time may elect to take the accrued time off with pay in lieu of all or a part
16 of such non-paid leave of absence. Such non-paid leave of absence shall not interrupt continuity
17 of service for vacation accrual. An emergency leave of absence declared by the Mayor shall not
18 exceed ninety (90) days.

19
20 **(e)** Employees who are granted general leaves of absence and other non-paid leaves of
21 absence, except military leave, must take all accrued vacation at the start of the leave of absence.
22 Employees who are granted or placed on a non-paid leave of absence will not accrue vacation and

1 medical leave during the period of non-paid leave. Upon the expiration of such leaves of absence,
2 the employee shall follow the procedures as established in this *Section 22* and any other applicable
3 regulations and procedures as established by the Chief Medical Examiner.

4
5 **(f)** A manager/supervisor, with the prior approval of the Chief Medical Examiner, may put an
6 employee on a forced leave of absence with or without pay pending the outcome of an investigation
7 or of a pending disciplinary action against the employee. Employees being placed on forced leave
8 may elect to be placed on either vacation leave or compensatory time.

9
10 **(g)** In the event that a fiscal crisis occurs in the City of St. Louis, employees may request
11 voluntary furloughs. The Chief Medical Examiner may issue regulations to govern the furlough
12 program.

13 14 **SECTION 23.**

15 **INSURANCE BENEFITS**

16
17 The City of St. Louis is hereby authorized to devise and establish by contract or otherwise
18 plans for life, health, medical, disability, and other insurance coverage deemed necessary for
19 employees in the Medical Examiner's Office and other employees for the City and their
20 dependents. The Department of Personnel shall develop and administer programs to provide for
21 such coverage. The Director of Personnel shall confer with the Board of Estimate and
22 Apportionment by February 1st of each year regarding coverage plans and the appropriate funding

1 level. The Director shall then be charged with the responsibility of establishing the applicable
2 funding level and remittance rates for the aforementioned plans and certify same to the Comptroller
3 and Budget Director by March 1st of each year. The Director of Personnel may amend said rates
4 as needed.

5 6 **SECTION 24.**

7 **DEATH BENEFIT**

8
9 In the event any employee of the City whose pay is established by this ordinance dies as a
10 result of injuries arising out of and in the course of his/her employment by the City, the City shall
11 pay compensation in accordance with the Missouri Workers' Compensation Law. The Chief
12 Medical Examiner and the City Counselor shall establish procedures for making the payments
13 required by the Missouri Workers' Compensation Law. The Comptroller shall designate the fund
14 or appropriation out of which such payment shall be made. Such compensation shall be in addition
15 to any life insurance benefits paid for by the City or by the employee which is available to the
16 employee's beneficiaries and also in addition to any benefit provided by the Employees Retirement
17 System of the City of St. Louis.

18 19 **SECTION 25.**

20 **WORKERS' COMPENSATION AND DISABILITY LEAVE**

1 **(a)** Any employee in the Medical Examiner's Office whose class title and grade are established
2 in Section 1(a) and denoted by the suffix "G," or "M" of this ordinance, including employees who
3 are compensated on a per performance or unit of work basis, who shall suffer personal injury by
4 accident or occupational disease arising out of and in the regular course of employment while
5 engaged in or about the premises where an employee's duties are being performed or where an
6 employee's presence is required as part of his/her employment, shall promptly report such injury
7 by accident or occupational disease to his/her immediate supervisor. The supervisor shall in turn
8 report, through the manager/supervisor, all facts concerning the incident to the City Counselor and
9 the Chief Medical Examiner. The manager/supervisor shall promptly provide such written
10 information and recommendations as may be requested by the City Counselor to aid in making the
11 determination of the period of disability.

12
13 The employee who suffers a personal injury as described in part (a) of this section, and
14 which results in temporary disability, may elect to use sick or medical leave for the first three (3)
15 days of temporary disability. Thereafter, the employee will be compensated at the rate mandated
16 by the Missouri Workers' Compensation Law. If the period of disability extends fourteen (14)
17 calendar days or more, the three (3) days of sick or medical leave used during the first three (3)
18 days of disability will be restored to the employee's sick or medical leave balance. The City
19 Counselor shall determine the actual amount of compensation and length of time during which
20 payments are made for such temporary disability in accordance with the Missouri Workers'
21 Compensation Law.

1 **(b)** The City Counselor, the Chief Medical Examiner, or the manager/supervisor may require
2 an employee to undergo a physical examination and medical or surgical treatment at the expense
3 of the City to diagnose and treat injuries or illnesses arising out of employment.

4
5 **(c)** The City Counselor and the Comptroller shall establish procedures for paying
6 compensation to employees or former employees who are permanently disabled and due
7 compensation under the Missouri Workers' Compensation Law. The Comptroller shall designate
8 the fund or appropriation out of which such payment shall be made.

9
10 **(d)** The City Counselor and the Chief Medical Examiner shall be responsible for the
11 administration of the provisions of this Section and shall establish and publish procedural
12 regulations for the administration of the program. Each manager/supervisor shall establish
13 procedures to comply with the provisions of this section and established regulations.

14 15 **SECTION 26.**

16 **JURY AND WITNESS LEAVE**

17
18 **(a)** Jury leave with pay shall be granted to bi-weekly rate employees working fifty percent
19 (50%) time or more for such time when such employees are serving as jurors pursuant to order of
20 the St. Louis Circuit Court or United States District Court in St. Louis. Any bi-weekly rate
21 employee, when so summoned for jury service, shall report such fact within seventy-two (72)
22 hours to his/her manager/supervisor and display to the manager/supervisor the summons which

1 the employee has received and shall give the manager/supervisor in writing the date and the time
2 of such jury service. No bi-weekly rate employee shall receive any compensation from the Jury
3 Commissioner or the United States District Court system for jury service for days the employee
4 receives compensation from the City. A bi-weekly rate employee may keep the jury stipend for
5 days when the employee receives no compensation from the City (off days, docks, leaves, etc.).
6 Upon being discharged from serving as a juror by the Court or Jury Commissioner, the employee
7 shall forthwith report to his/her manager/supervisor if discharged during their normally scheduled
8 work hours and shall submit to his/her manager/supervisor a written statement from the Jury
9 Commissioner certifying that the employee has served as a juror and the time and date so served.
10 The manager/supervisor shall, upon receipt of the statement of jury service, credit the employee
11 with paid jury leave for such service.

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

1 be off the job and that all time off was in connection with the prosecution of the case. This
2 procedure shall apply for employee participation in criminal prosecution in State or Federal Courts.

3
4 **SECTION 27.**

5 **DEFERRED COMPENSATION**
6

7 **(a)** Authority is hereby granted for the establishment of a deferred compensation plan for the
8 City of St. Louis.
9

10 **(b)** In accordance with the regulations applicable to the plan, as set out herein, the Comptroller
11 is authorized to enter into an agreement with eligible participants, whereby said participants may
12 designate a portion of their future earnings to be deducted by the City and placed in a fund to be
13 designated "City of St. Louis Deferred Compensation Plan Fund" for the purpose of providing tax
14 deferred benefits to the participants upon retirement.
15

16 **(c)** The Board of Estimate and Apportionment is hereby authorized to establish or select a
17 specific plan or plans in accordance with the requirements set out in this ordinance. In establishing
18 the plan, the Board of Estimate and Apportionment may elect to retain outside parties to provide
19 administrative and/or investment services after following competitive bidding procedures. The
20 Board of Estimate and Apportionment is authorized, after analyzing the various competitive bids
21 submitted in accordance with the requirements of this ordinance, to select the plan or plans it
22 determines to meet the requirements established as a part of the competitive bidding procedures

1 and to be in the best interest of the participants. No investment plan shall be considered unless
2 offered by a duly licensed resident agent representing a company duly licensed and authorized by
3 the State of Missouri and other applicable federal regulatory agencies to offer such insurance or
4 investment programs.

5
6 In the event Federal or State legislation is changed in a manner affecting and/or relating to
7 any of the aforementioned Deferred Compensation provisions contained in this Section, the Board
8 of Estimate and Apportionment of the City of St. Louis may amend the deferred compensation
9 plan accordingly and may execute any and all documents necessary to achieve and effectuate the
10 recommended changes.

11
12 **SECTION 28.**

13 **RETIREMENT**

14
15 The following provisions shall apply to the Employees Retirement System:

16
17 **(a)** "Final Average Compensation" is equal to one-half of the sum of (1) and (2) below:

18
19 (1) The annual compensation received by a member for the two (2) consecutive years
20 of creditable service in which the highest compensation was received preceding the termination of
21 his/her employment, and
22

(2) The balance of a member's sick leave pay on the date of retirement *less* sick leave hours paid to the member upon termination of his/her employment and *less* sick leave hours considered as creditable service for the purpose of determining eligibility for retirement benefits, except that said balance cannot exceed twenty-five percent (25%) of a member's total sick leave on the date of retirement.

(b) If a member has less than two (2) consecutive years of creditable service his/her final average compensation shall be equal to the sum of (1) and (2) below, divided by (3) below and then multiplied by (4) below:

(1) The sum of monthly compensation received by the member for each consecutive month of creditable service immediately preceding the termination of his/her employment, and

(2) The balance of a member's sick leave pay on the date of retirement *less* sick leave hours paid to the member upon termination of his/her employment and *less* sick leave hours considered as creditable service for the purpose of determining eligibility for retirement benefits, except that said balance cannot exceed twenty-five percent (25%) of a member's total sick leave on the date of retirement.

(3) The number of consecutive months of creditable service immediately preceding the termination of his/her employment, and

1 (4) Twelve (12).

2

3 The years of creditable service of a member shall be the number of years and completed

4 months of service during which he/she receives compensation from the first day of the calendar

5 month following the date of the beginning of each employment with an employer until his/her

6 employment is terminated, subject to the provisions of this section. The years of creditable service

7 of an employee hired after the operative date who had attained the age of sixty (60) years at initial

8 employment shall be the number of years and completed months of service during which he/she

9 receives compensation from October 1, 1988, and hereafter, from the first day on or after October

10 1, 1988, of the beginning of each employment with an employer until his/her employment is

11 terminated. No creditable service shall be granted for any period of employment before October

12 1, 1988, after the calendar month in which the member attains age seventy (70). No creditable

13 service for prior employment shall be granted an employee who becomes a member after April 1,

14 1960, unless he/she was employed by an employer on April 1, 1960.

15

16 A member's sick leave balance at time of retirement less the sum of (a), (b) and (c) below

17 shall be considered as additional creditable service for calculation of retirement benefits under any

18 provision of this ordinance:

19

20 (a) Sick leave hours considered as creditable service for the purpose of determining

21 eligibility for retirement benefits, and

22

1 (b) Sick leave hours paid to the member upon termination of his/her employment, and

2
3 (c) Sick leave hours used in determining final average compensation.
4

5 **SECTION 29.**

6 **SEVERABILITY**
7

8 The sections of this ordinance shall be severable. In the event that any section of this
9 ordinance is found by a court of competent jurisdiction to be invalid, the remaining sections of this
10 ordinance are valid, unless the court finds the valid sections of the ordinance are so essential and
11 inseparably connected with and dependent upon the void section that it cannot be presumed that
12 the Aldermen would have enacted the valid sections without the void ones, or unless the court
13 finds that the valid sections standing alone are incomplete and are incapable of being executed in
14 accordance with the legislative intent.
15

16 **SECTION 30.**

17 **REPEAL OF PREVIOUS ORDINANCES**
18

19 *Ordinance 69189 and 69617* and all other ordinances or amendments, or parts thereof
20 conflicting with the provisions of this ordinance are hereby repealed.
21

22 **SECTION 31.**

EMERGENCY CLAUSE

This ordinance being deemed necessary for the immediate preservation of the public peace, health and safety is declared to be an emergency ordinance pursuant to Article IV, Section 19 and 20 of the City Charter.

INDEX TO COMPENSATION ORDINANCE

This index is for general reference purposes and may not reference all provisions of this ordinance. For complete scope refer to specific provisions of this ordinance.

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1	Vacation	17
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3		
4	Approved:	

BOARD BILL NUMBER 240

FISCAL NOTE

Preparer's Name Tara Rick, Executive Director for Operations

Phone Number or Email Address (will be available publicly) trukat@stlouis-mo.gov

Bill Sponsor Alderwoman Carol Howard

Bill Synopsis:	A compensation ordinance for all employees in the Office of the Medical Examiner.
Type of Impact:	Governs all wages and benefits for Medical Examiner employees.
Agencies Affected:	Office of the Medical Examiner

SECTION A

Does this bill authorize:

- An expansion of services which entails additional costs beyond that approved in the current adopted city budget? ___ Yes ___ ☒ No
- An undertaking of a new service for which no funding is provided in the current adopted city budget? ___ Yes ___ ☒ No
- A commitment of city funding in the future under certain specified conditions? ___ ☒ Yes ___ No
- An issuance of bonds, notes and lease-purchase agreements which may require additional funding beyond that approved in the current adopted city budget? ___ Yes ___ ☒ No
- An execution or initiation of an activity as a result of federal or state mandates or requirements? ___ Yes ___ ☒ No
- A capital improvement project that increases operating costs over the current adopted city budget? ___ Yes ___ ☒ No
- A capital improvement project that requires funding not approved in the current adopted city budget or that will require funding in future years? ___ Yes ___ ☒ No

If the answer is yes to any of the above questions, then a fiscal note must be attached to the board bill. Complete Section B of the form below.

SECTION B

- Does the bill require the construction of any new physical facilities? ____Yes ____x_No
 - If yes, describe the facilities and provide the estimated cost:

- Is the bill estimated to have a direct fiscal impact on any city department or office?

____xYes ____No

 - If yes, explain the impact and the estimated cost:

- Does the bill create a program or administrative subdivision? ____Yes ____x_No
 - If yes, then is there a similar existing program or administrative subdivision?

____Yes ____x_No
 - If yes, explain the how the proposed programs or administrative subdivisions may overlap:

- Describe the annual operating, equipment, and maintenance costs that would result from the proposed bill, as well as any funding sources:

N/A

Complete the chart below to list the total estimated expenditures required of the City resulting from the proposed board bill and any estimated savings or additional revenue.

Financial Estimate of Impact on General Fund			
Fiscal Impact	<u>Year 1 (current)</u>	<u>Year 2</u>	<u>Year 3</u>
Additional Expenditures	See Attached	See Attached	See Attached
Additional Revenue	See Attached	See Attached	See Attached
Net	See Attached	See Attached	See Attached
Financial Estimate of Impact on Special Funds			
Fiscal Impact	<u>Year 1 (current)</u>	<u>Year 2</u>	<u>Year 3</u>
Additional Expenditures	See Attached	See Attached	See Attached
Additional Revenue	See Attached	See Attached	See Attached
Net	See Attached	See Attached	See Attached

- Describe any assumptions used in preparing this fiscal note:

- List any sources of information (including any City officials, agencies, or departments) used in preparing this fiscal note:

- Have the financial estimates of this bill been verified by the City Budget Division?

☒ Yes ☐ No

 - If yes, by whom? Budget Director

Medical Examiner – Cost of Board Bill

Medical Examiner

Estimated Costs of Proposed Pay Plan Provisions – Based on 13 full time employees

	FY20/21	FY21	FY22
FY20 \$1000 (1)	13,000	\$ -	\$ -
FY21 Merit Increase @3% (2)	9,269	18,538	18,538
FY21 Merit Increase @3% (2)	\$ -	\$ -	19,094

NOTES (1) One-time bonus based on number of filled positions as of FY19/20 YE

NOTES (2) pay increase July 1 which is ½ year for our fiscal year

Board Bill No. 38

Introduced by Alderman Thomas Villa

An ordinance to regulate employer and employee working relationships between the City of St. Louis and all employees under the Medical Examiner's Office, including a compensation plan, terms and conditions of employment, benefits, leaves of absence, and authorization for a Deferred Compensation Plan; repealing Ordinance 69193; allocating certain other employees to a grade with rate; and including an emergency clause. The provisions of the sections contained in this ordinance shall be effective with the start of the first pay period following approval by the Mayor.

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

SECTION 1

ALPHABETICAL LIST OF CLASSES

(a) Beginning with the effective date of this ordinance, the following positions in the Medical Examiner's Office with bi-weekly rates are hereby allocated as listed below in accordance with the classification plan by the Chief Medical Examiner to a grade and overtime code in the following section with rates established in Section 2 of this ordinance.

May 1, 2015

Page 1 of 68

Board Bill No. 38

Introduced by Alderman Thomas Villa

St. Louis City Ordinance 70019

1	2	3	4	GRADE/	
				5	6
7	8	9	10	11	12
13	14	15	16	17	18
3	Administrative Assistant I	1621	13	G	3
4	Administrative Assistant II	1622	14	M	1
5	Administrative Assistant III	1623	15	M	1
6	Administrative Secretary	1137	13	G	3
7	Autopsy Technician I	5411	10	G	3
8	Autopsy Technician II	5412	11	G	3
9	Autopsy Technician III	5413	12	G	3
10	Autopsy Technician Supervisor	5414	13	G	3
11	Clerical Supervisor	1115	13	G	2
12	Clerk I	1112	8	G	3
13	Clerk II	1113	9	G	3
14	Clerk Typist I	1121	8	G	3
15	Clerk Typist II	1122	9	G	3
16	Clerk Typist III	1123	10	G	3
17	Computer Operations Supervisor	1327	13	M	1
18	Computer Operator I	1323	10	G	3
19	Computer Operator II	1324	11	G	3
20	Computer Programmer I	1331	13	G	3
21	Computer Programmer II	1332	14	G	3
22	Custodian/Courier	3711	7	G	3
23	Custodian (Lead)	3712	8	G	3

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St. Louis City Ordinance 70019

1	Document Specialist I	5643	11	G	3
2	Document Specialist II	5644	12	G	3
3	Executive Assistant to the Chief Medical Examiner	1735	18	M	1
4	Executive Director for Operations	1736	23	M	1
5	Executive Secretary to the Chief Medical Examiner	1136	14	G	3
6	Forensic Office Administrator I	1621	19	M	3
7	Forensic Office Administrator II	1622	20	M	1
8	Forensic Office Administrator III	1623	22	M	1
9	Medical Transcriptionist	1122	12	G	3
10	Medicolegal Investigation Supervisor	2355	17	M	2
11	Medicolegal Investigator I	2351	13	G	3
12	Medicolegal Investigator II	2352	14	G	3
13	Medicolegal Investigator III	2353	16	G	3
14	Medicolegal Investigator IV	2354	17	G	3
15	Morgue Attendant	5410	8	G	3
16	Record File Clerk	1111	9	G	3
17	Secretary	1132	10	G	3
18	Typist Clerk I	1121	8	G	3
19	Typist Clerk II	1122	9	G	3
20	Typist Clerk III	1123	10	G	3
21	Telephone Operator	1161	6	G	3
22	X-ray Technician	5441	11	G	3
23	Intern – Level 1	9991	00	I	3

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1	Intern – Level 3	9992	00	I	3
2	Intern – Level 3	9993	00	I	3
3	Intern – Level 4	9994	00	I	3
4	Intern – Level 5	9995	00	I	3
5	Intern – Level 6	9996	00	I	3

6

7

8

SECTION 2

9

OFFICIAL PAY SCHEDULE FOR MEDICAL EXAMINER GRADES

10

11 The Chief Medical Examiner recommends pay schedules for all pay grades denoted in
12 Section 1(a) of the classification plan prepared and adopted by management. The official pay
13 schedules and their corresponding salary ranges as hereby adopted in this Section 2 are as
14 follows: (a) – General and Management Schedule.

15

16 (a) GENERAL AND MANAGEMENT PAY SCHEDULE:

17

18 (1) The following bi-weekly pay schedule for all pay grades denoted with the suffix
19 "G" or "M" shall become effective beginning with the bi-weekly pay period following the
20 effective date of this ordinance.

21

1	<u>BI-WEEKLY RANGE OF PAY IN WHOLE DOLLARS</u>		
2	<u>GRADE</u>	<u>MINIMUM</u>	<u>MAXIMUM</u>
3	5	713	1070
4	6	773	1163
5	7	840	1264
6	8	912	1374
7	9	989	1492
8	10	1074	1625
9	11	1169	1768
10	12	1270	1923
11	13	1400	2124
12	14	1605	2436
13	15	1839	2796
14	16	2110	3207
15	17	2421	3684
16	18	2777	4230
17	19	3189	4858
18	20	3662	5580
19	21	3951	6024
20	22	4263	6503
21	23	4601	7021
22			

(2) The following bi-weekly pay schedule for all pay grades denoted with the suffix "G" or "M" shall become effective beginning with the bi-weekly pay period starting June 14, 2015.

BI-WEEKLY RANGE OF PAY IN WHOLE DOLLARS

Grade	5	6	7	8	9	10	11	12	13
Step									
1	713	773	840	912	989	1074	1169	1270	1400
2	724	785	853	926	1004	1090	1187	1289	1421
3	735	796	865	940	1019	1106	1204	1308	1442
4	746	808	878	954	1034	1123	1222	1328	1464
5	757	820	892	968	1050	1140	1241	1348	1486
6	768	833	905	982	1065	1157	1259	1368	1508
7	780	845	918	997	1081	1174	1278	1389	1531
8	791	858	932	1012	1098	1192	1297	1410	1554
9	803	871	946	1027	1114	1210	1317	1431	1577
10	815	884	960	1043	1131	1228	1337	1452	1601
11	827	897	975	1058	1148	1246	1357	1474	1625
12	840	911	989	1074	1165	1265	1377	1496	1649
13	852	924	1004	1090	1182	1284	1398	1518	1674
14	865	938	1019	1107	1200	1303	1419	1541	1699
15	878	952	1035	1123	1218	1323	1440	1564	1724
16	891	966	1050	1140	1236	1343	1462	1588	1750
17	905	981	1066	1157	1255	1363	1483	1612	1777
18	918	996	1082	1175	1274	1383	1506	1636	1803
19	932	1011	1098	1192	1293	1404	1528	1660	1830

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20	946	1026	1115	1210	1312	1425	1551	1685	1858
21	960	1041	1131	1228	1332	1447	1574	1711	1886
22	975	1057	1148	1247	1352	1468	1598	1736	1914
23	989	1073	1166	1265	1372	1490	1622	1762	1943
24	1004	1089	1183	1284	1393	1513	1646	1789	1972
25	1019	1105	1201	1304	1414	1535	1671	1815	2001
26	1035	1122	1219	1323	1435	1558	1696	1843	2031
27	1050	1138	1237	1343	1457	1582	1722	1870	2062
28	1066	1155	1256	1363	1478	1605	1747	1898	2093
29	1082	1173	1274	1384	1501	1629	1774	1927	2124
30	1098	1190	1294	1404	1523	1654	1800	1956	2156

1

Grade	14	15	16	17	18	19	20	21	22	23
Step										
1	1605	1839	2110	2421	2777	3189	3662	3951	4263	4601
2	1629	1867	2142	2457	2819	3237	3717	4010	4327	4670
3	1654	1895	2174	2494	2861	3285	3773	4070	4392	4740
4	1678	1923	2206	2532	2904	3335	3829	4131	4458	4811
5	1703	1952	2239	2570	2947	3385	3887	4193	4525	4883
6	1729	1981	2273	2608	2992	3435	3945	4256	4592	4957
7	1755	2011	2307	2647	3036	3487	4004	4320	4661	5031
8	1781	2041	2342	2687	3082	3539	4064	4385	4731	5106
9	1808	2072	2377	2727	3128	3592	4125	4451	4802	5183
10	1835	2103	2413	2768	3175	3646	4187	4518	4874	5261
11	1863	2134	2449	2810	3223	3701	4250	4585	4947	5340
12	1891	2166	2485	2852	3271	3756	4314	4654	5022	5420
13	1919	2199	2523	2895	3320	3813	4378	4724	5097	5501

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14	1948	2232	2561	2938	3370	3870	4444	4795	5173	5584
15	1977	2265	2599	2982	3421	3928	4511	4867	5251	5667
16	2007	2299	2638	3027	3472	3987	4578	4940	5330	5752
17	2037	2334	2678	3072	3524	4047	4647	5014	5410	5839
18	2067	2369	2718	3118	3577	4107	4717	5089	5491	5926
19	2098	2404	2758	3165	3630	4169	4787	5165	5573	6015
20	2130	2440	2800	3213	3685	4232	4859	5243	5657	6105
21	2162	2477	2842	3261	3740	4295	4932	5321	5742	6197
22	2194	2514	2884	3310	3796	4360	5006	5401	5828	6290
23	2227	2552	2928	3359	3853	4425	5081	5482	5915	6384
24	2260	2590	2972	3410	3911	4491	5157	5564	6004	6480
25	2294	2629	3016	3461	3970	4559	5235	5648	6094	6577
26	2329	2668	3061	3513	4029	4627	5313	5733	6185	6676
27	2364	2708	3107	3565	4090	4696	5393	5819	6278	6776
28	2399	2749	3154	3619	4151	4767	5474	5906	6372	6878
29	2435	2790	3201	3673	4213	4838	5556	5995	6468	6981
30	2472	2838	3255	3739	4293	4931	5664	6114	6600	7126

1

2

3 **(b) SHIFT DIFFERENTIAL:** Shift differential shall be paid for certain work assignments.

4 The Chief Medical Examiner shall determine the work assignments for which shift differential

5 will be paid. The assignment or removal of an employee from a work assignment having a shift

6 differential shall be determined by the appointing authority and will not constitute a promotion,

7 demotion, advancement or reduction in pay. The shift differential shall be added to the

8 employee's regular bi-weekly rate.

9

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Introduced by Alderman Thomas Villa

(1) In order for an employee in Section 2(a) to be eligible for shift differential compensation, the employee must work a shift that requires the completion of four (4) hours of work between the hours of 4:00 p.m. and 8:00 a.m. the following morning. Employees who are assigned to work schedules that require them to rotate among three shifts (day, evening, night) on a bi-monthly or more frequent basis shall be eligible for shift differential compensation for all three shifts worked.

For employees whose pay range is established in Section 2(a) the shift differential premium shall be one percent (1%) of the employee's regular base bi-weekly rate for each eligible shift worked in a bi-weekly pay period.

An employee whose pay range is established in Section 2(a) shall receive shift differential for working a portion of an eligible shift, providing the portion of the shift not worked is charged to paid leave. Shift differential shall only be paid for whole hours worked; a fraction of an hour shall not be counted toward the payment of the differential.

(2) Except as otherwise provided in this ordinance, shift differential shall not be paid to employees compensated on an hourly or per performance basis, or bi-weekly paid employees who work part-time. Neither shall shift differential be paid to full-time regular employees docked for any portion of an eligible shift.

(c) WEEKEND DIFFERENTIAL: When employees whose pay range is established in Section 2(a) work on a Saturday and/or a Sunday they shall be eligible for weekend differential.

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Introduced by Alderman Thomas Villa

1 This differential shall be one percent (1%) of an employee's base bi-weekly rate. An employee
2 shall receive weekend differential for working any portion of an eligible day. This differential
3 shall only be paid for whole hours worked, providing the portion of the day not worked is
4 charged to paid leave. Weekend differential shall not be paid to employees compensated on an
5 hourly or per performance basis or bi-weekly paid employees who work part-time. Neither will
6 the weekend differential be paid to full-time regular employees docked for any portion of a day
7 on which the differential would otherwise be paid.

8
9 **(d)** The Chief Medical Examiner may establish per performance rates of pay, hourly rates of
10 pay, or rates of pay for units of work and the conditions for making of any such payments. Such
11 per performance, hourly, or unit-of-work rates may be computed from the bi-weekly scales
12 established in this ordinance. Per performance, hourly, or unit-of-work rates shall be established
13 considering the nature of employment, community practices in compensating similar
14 employment, and the purpose of the program for which the rate is established. Employees paid
15 per performance, hourly, or unit-of-work rates of pay shall not be entitled to vacation, medical
16 leave or holiday leave with pay or other benefits accorded employees paid a bi-weekly rate
17 except that an appointing authority, with the prior approval of the Chief Medical Examiner, and
18 when sufficient funds have been appropriated for the fiscal year, may establish a modified level
19 or type of benefit program when the provision of such benefit is needed in order to attract and
20 retain sufficiently qualified employees to work in specific per performance, hourly, or unit-of-
21 work assignments.

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Introduced by Alderman Thomas Villa

1 The Chief Medical Examiner is not permitted to utilize per performance and hourly
2 employees as a method of replacing bi-weekly rate employees who would be entitled to
3 employee benefits. Therefore, per performance and hourly employees will be limited to work an
4 equivalent of ten (10) months of full time employment (1,733 hours) per year.

5
6 **(e)** The Chief Medical Examiner may establish trainee rates of pay. Such trainee rates may
7 be established on an hourly, per performance or bi-weekly basis and shall be less than the rate
8 paid to a regular employee.

9
10 **(f)** The Chief Medical Examiner, may establish rates and conditions under which
11 compensation may be granted for periods of time during which an employee is away from the
12 job site but restricted in his/her activities because of an assignment by the Chief Medical
13 Examiner to be available for a call to return to the work site to perform emergency duties. Pay
14 rates and conditions established under the provisions of this Section 2(l) may include reasonable
15 minimum pay guarantees for employees required to return to the work site to perform emergency
16 duties. The provisions of this *Section 2(l)* shall not be construed to restrict the right of the
17 Medical Examiner to establish call back procedures for employees as an established condition of
18 employment.

19
20 **(g)** The Chief Medical Examiner may authorize payment of special recruitment bonuses,
21 travel, moving and related expenses to recruit employees for positions when funds for this
22 purpose are appropriated to the Office of the Medical Examiner.

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1 **(h)** The Chief Medical Examiner may approve the payment of hiring incentives to current
2 employees to recruit qualified personnel for positions that are difficult to fill. Hiring incentives
3 shall be in any amount up to twenty-five percent (25%) of the annual salary of the position for
4 which the recruitment is made.

5
6 **(i)** (1) The Chief Medical Examiner may establish cash awards or other incentives for an
7 employee or group of employees to recognize and reward increased productivity or
8 effectiveness. The incentives offered may include cash, paid time off, and such other reasonable
9 incentives as the Chief Medical Examiner may determine. Cash awards shall be made from the
10 personal services appropriation of the unit, the account from which the employee's salary is paid
11 or from a general appropriation for this purpose.

12
13 (2) The Chief Medical Examiner may establish a program of cash awards or other
14 incentives, not to exceed ten percent (10%) of annual salary, paid as an addition to pay, for the
15 purpose of providing additional compensation for employees who are fluent in a foreign
16 language and who use this skill in the necessary and regular recurring performance of the duties
17 of their position. Cash awards shall be made from the personal services appropriation of the unit,
18 the account from which the employee's salary is paid or from a general appropriation for this
19 purpose. Cash awards and incentives under this program shall be made in accordance with
20 guidelines established by the Chief Medical Examiner.

1 (3) Notwithstanding any other provision in this ordinance, the Chief Medical
2 Examiner is authorized to extend the maximum of the pay ranges by up to twenty-five percent
3 (25%) for the purpose of compensating positions which are extremely hard to fill.

4
5 (4) The Chief Medical Examiner may provide an Employee Suggestion Program,
6 which grants cash and other awards to recognize employee suggestions, which improve City
7 services, operations or facilities. Cash awards to employees for suggestions resulting in tangible
8 savings to the City shall not exceed ten percent (10%) of the annual tangible net savings. Cash
9 awards and payments for other awards shall be made from an appropriation for a suggestion
10 program or other appropriate account. Additionally, cash awards for suggestions shall be
11 granted as an addition to pay, which does not change an employee's bi-weekly rate. The
12 Employee Suggestion Program shall be administered in accordance with regulations established
13 by the Chief Medical Examiner. The Chief Medical Examiner may establish an authority to
14 evaluate suggestions and determine awards; the decisions of this authority shall be final.

15
16 (j) An employee who is appointed to a position requiring advanced technical skills or
17 professional qualifications may be paid at a higher rate than prescribed for the class in Section 2
18 of this ordinance on recommendation of the manager/supervisor with the prior approval of the
19 Chief Medical Examiner. Such advancement shall be made solely on the basis that the employee
20 possesses exceptional academic qualifications related to the duties of the position or that the
21 employee is registered or certified by an organization or board recognized by the Chief Medical
22 Examiner to be especially suited, considering the duties of the position, and when such academic

1 qualification, registration, or certification is not deemed a necessary qualification for the class of
2 position.

3
4 The Chief Medical Examiner may also establish other bonus, incentive, or reimbursement
5 programs to encourage current employees to attain registration, licensure, certification, or proof
6 of professional mastery when it is deemed to be in the best interest of the Medical Examiner's
7 Office, or when such credentials are clearly recognized as adding to the capability of individuals
8 in that area. Incentives, bonuses, or reimbursements awarded under such programs do not result
9 in an employee being ruled ineligible for bonuses or salary increases permitted under other
10 sections of this pay ordinance.

11
12 **(k)** The Chief Medical Examiner may establish a program to reimburse, in whole or in part,
13 expenses incurred by employees for the purchase of uniform apparel required in the performance
14 of the duties of their positions, when funds have been budgeted therefore.

15
16 The Chief Medical Examiner may exercise the option to furnish such uniform as may be
17 required in the employee's performance of his/her duties.

18
19 The Chief Medical Examiner may establish regulations relating to employees' eligibility
20 for reimbursement for uniforms.

21
22 Further, when funds have been budgeted therefore, the Chief Medical Examiner may
23 authorize reimbursement to uniformed investigative or autopsy room employees of up to fifty

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dollars (\$50) per incident for damage to personal property sustained while the employee was directly engaged in performing assigned and/or authorized duties during a shift.

(l) (1) Contingency assignment differential will be paid for certain assignments when immediate position coverage is needed for any unexpected reason (*e.g.* death, forced leave, emergency illness, etc.) in a higher pay grade, and shall be granted at the onset of the assignment, not to extend more than one pay period. The Chief Medical Examiner will determine the assignments for which Contingency Assignment Differential will be paid. The assignment of an employee to said assignment having a contingency assignment differential will be determined by the Chief Medical Examiner and will not constitute a promotion or advancement in pay. In addition, the removal of an employee from said assignment shall not constitute a demotion or reduction in pay. The Chief Medical Examiner will review the qualifications of the employee being considered for the assignment to determine if they meet the necessary minimum qualifications for the position being considered.

For an employee whose pay range is established in Section 2(a) with the prior approval of the Chief Medical Examiner, the contingency assignment differential will be ten percent (10%) of the employee's regular base bi-weekly rate added as an addition to pay for each bi-weekly period worked or one percent (1%) of the employee's regular base bi-weekly rate for each shift assignment covered, not to exceed one (1) pay period.

(2) Temporary assignment differential will be paid for certain assignments when a vacancy exists for any reason (*e.g.* separations, terminal vacation, leave of absence, military

1 leave, etc.) in a position with a higher pay grade, and shall be granted for at least one (1) pay
2 period but not more than thirteen (13) pay periods, and offset by any days that the employee by
3 reason of absence is not fulfilling the assignment. The Chief Medical Examiner will determine
4 the assignments for which the temporary assignment differential will be paid. The assignment or
5 removal of an employee from said assignment having a temporary assignment differential will be
6 determined by the Chief Medical Examiner and will not constitute a promotion, demotion,
7 advancement, or reduction in pay. The intended employee must meet the minimum
8 qualifications for the position to be assigned. The temporary assignment differential shall be
9 computed as an addition to pay and not affect the employee's regular bi-weekly rate.

10
11 For an employee whose pay range is established in Section 2(a) with the prior approval of
12 the Chief Medical Examiner, the temporary assignment differential will be ten percent (10%) of
13 the employee's regular base bi-weekly rate added as an addition to pay for each bi-weekly period
14 worked, not to exceed thirteen (13) pay periods. The Chief Medical Examiner may require the
15 establishment of a department policy on temporary assignment differential pay and must sign off
16 on the policy prior to authorizing temporary assignment differential.

17
18 **(m)** City employees who are required by the Chief Medical Examiner to routinely use their
19 personal vehicle in the performance of their duties shall be compensated by receiving a vehicle
20 maintenance and use allowance of two-hundred seventy dollars (\$270.00) per month.

21
22 **SECTION 3**
23 **SUBSISTENCE AND MAINTENANCE CHARGES**

1
2 Except as otherwise provided in this ordinance, a deduction shall be made on the payroll
3 or a cash charge shall be collected for subsistence and maintenance provided to employees at a
4 rate to be determined by the employee's department or agency head and the Comptroller of the
5 City of St. Louis. The department or agency head shall establish reasonable charges or
6 deductions which have been calculated and assessed with due consideration for all identifiable
7 costs, including labor and overhead, but shall not exceed the actual cost of the items to the City.
8 When the Chief Medical Examiner determines that the duties and responsibilities of a position
9 require an employee to occupy a room or apartment, there shall be no charge for such
10 accommodations.

11
12 **SECTION 4**

13 **SALARY RANGE LIMITATIONS**

14
15 No employee in the Medical Examiner's Office shall be paid at a rate lower than the
16 minimum or higher than the maximum of the salary range established for the class to which
17 his/her position has been allocated, except as otherwise provided in this ordinance.

18
19 **SECTION 5**

20 **STARTING SALARY**

21
22 **(a)** The rate of pay for an excepted position to be paid upon original appointment to the class
23 shall be determined by the Chief Medical Examiner for the excepted position.

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1
2 **(b)** Except as otherwise provided in this ordinance, the minimum rate of pay for a position
3 shall be paid upon original appointment to the class unless the Chief Medical Examiner finds that
4 it is difficult to secure the services of persons with minimum qualifications or experienced
5 qualified persons at the minimum rate.
6

7 The Chief Medical Examiner may establish a recruitment rate for a single position or all
8 positions in a class and authorize employment at an amount above the minimum but within the
9 regular range of salary established for the class. When a recruitment rate is established for an
10 entire class, employees already in such class may have their salaries adjusted to appropriate rates
11 in the new range resulting from the establishment of the recruitment rate.
12

13 In the event that the Chief Medical Examiner finds that it is difficult to secure the
14 services of sufficient numbers of employees for a class or occupational series after a diligent
15 recruitment effort, the Chief Medical Examiner may establish a new maximum rate for the
16 class(es) which is not more than twenty-five percent (25%) above the maximum established in
17 this ordinance.
18

19 **(c)** Employees with permanent status who are eligible for reemployment as determined by
20 the Rules of the Department of Personnel shall be reemployed at an appropriate rate within the
21 new salary range which takes into consideration the employee's prior service in the position, as
22 determined by the Chief Medical Examiner.
23

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Introduced by Alderman Thomas Villa

SECTION 6

**PROMOTION, DEMOTION, REALLOCATION,
TRANSFER AND TEMPORARY PROMOTION**

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

(a) Promotion: This shall be defined as a change of an employee in the Medical Examiner's Office from a position of one class to a position of another class with a higher pay grade or a higher starting minimum salary.

(1) When an employee is promoted to a position in the General or Management Pay Schedule, the employee's current bi-weekly rate of pay shall be set at a rate which is five percent (5%) higher than the rate received immediately prior to the promotion or adjusted to the nearest step in the new pay matrix which is not less than but is closest to a rate which is five percent (5%) higher than the rate received immediately prior to promotion. The Chief Medical Examiner, may increase the pay of an employee up to twenty percent (20%), adjusted to the nearest step, when such action is needed to attract experienced, qualified candidates for a position. Such salary determinations shall take into consideration the nature and magnitude of the accretion of duties and responsibilities resulting from the promotion. However, no employee shall be paid less than the minimum rate nor more than the maximum rate for the new class of position, except as otherwise provided in this ordinance.

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1
2 (2) Temporary Promotion: When an employee, whose salary range is established in
3 Section 2(a) is certified and temporarily promoted to a vacant position, for a limited duration, the
4 employee's current salary shall be adjusted as provided in Paragraph (a)(1) of this Section. Upon
5 expiration of the temporary promotion, the employee shall be returned to his/her former rate of
6 pay, adjusted by any increases the employee would have received in the absence of the
7 temporary promotion. In no case shall the employee's salary be above the maximum of the
8 salary range, unless otherwise provided for in this ordinance.

9
10 **(b)** Demotion: This shall be defined as a change of an employee in the Medical Examiner's
11 Office from a position of one class to a position of another class which has a lower pay grade and
12 a lower starting minimum salary.

13
14 (1) If an employee is demoted for disciplinary reasons in accordance with the Rules
15 of the Medical Examiner's Office and established disciplinary procedures, his/her rate of pay
16 shall be established at a rate within the range for the new position which is at least five percent
17 (5%) lower than the rate received immediately prior to the demotion or reduced to the nearest
18 step which is at least five percent (5%) lower than the rate received immediately prior to the
19 demotion, except no employee shall be reduced below the minimum of the range unless
20 otherwise provided for in this ordinance. The amount of the reduction shall be determined by the
21 Chief Medical Examiner.

1 (2) If an employee accepts a voluntary demotion, his/her current rate of pay shall be
2 reduced within the range for the new position which is five percent (5%) lower, to the closest
3 step, than the rate received immediately prior to demotion, except that employees who are in a
4 working test period and demote to their previous class of position or pay grade, will return to the
5 rate or step received immediately prior to the promotion, plus any adjustments as otherwise
6 provided in this ordinance. No employee shall be paid less than the minimum nor more than the
7 maximum rate for the new class of position, except as otherwise provided in this ordinance.

8
9 (3) When an employee is demoted for reasons in the best interest of the Medical
10 Examiner Office as determined by the Chief Medical Examiner, his/her salary may be reduced
11 by reason of the new salary range and grade with the prior approval of the Chief Medical
12 Examiner. If the salary of such employee is above the maximum for the new position the
13 employee's salary shall not be increased so long as he/she remains in the position, except as
14 otherwise provided by this ordinance.

15
16 **(c) Reallocation:**

17
18 (1) If the employee's position is reallocated to a class in a lower pay grade and the
19 employee's rate of pay for the previous position is within the salary range of the new position,
20 his/her salary shall remain unchanged or adjusted to the closest step provided the employee's rate
21 of pay shall not be reduced.

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1 (2) 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 Section 6(a)(1) relating to
3 salary advancement on promotion.

4
5 **(d)** Transfer: The salary rate of an employee who transfers to a different position in the same
6 class, or from a position in one class to a position in another class in the same pay grade, shall
7 remain unchanged, provided that no employee shall be paid less than the minimum rate nor more
8 than the maximum rate for the new class of position, except as otherwise provided in this
9 ordinance.

10
11 **(e)** Over Maximum: The salary of an employee, which is in excess of the maximum of the
12 range prescribed by this ordinance for the class and grade to which his/her position has been
13 allocated or may be reallocated, shall not be reduced by reason of the new salary range and
14 grade. The salary of such employee shall not be increased so long as he/she remains in the class
15 of position, except as otherwise provided by this ordinance.

16
17 **SECTION 7**

18 **SALARY ADJUSTMENT**

19
20 Salary adjustments for all employees in competitive positions shall be based on
21 considerations of merit, equity, or success in fulfilling predetermined goals and objectives as
22 herein provided.

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1 **(a)** Competitive positions for which salary is established in Section 2(a) - General and
2 Management Schedule;

3
4 (1) Any employee whose salary is established in Section 2(a) – General and
5 Management Pay Schedules, may receive a service rating in accordance with the City’s Service
6 Rating Manual. The rating together with the standards of performance established in the rating
7 manual shall determine eligibility for a two percent (2%) or in the second year, a one step within-
8 range (merit) increase at intervals as outlined in the City’s Service Rating Manual or other pay
9 regulation(s) or ratings as determined by the Chief Medical Examiner.

10
11 (2) A non-exempt (Overtime Code 3 or 4) employee whose pay is established in
12 Section 2(a) of this ordinance who receives an Overall Rating of “Unsuccessful” as defined by
13 the City’s Service Rating Manual, shall have his/her salary reduced as determined by the
14 standards established in the City’s Service Rating Manual, but not less than the minimum of the
15 pay grade range.

16
17 **(b)** As used in this ordinance, "anniversary date" means the date following fifty-two (52)
18 weeks of continuous service from the date of original appointment or from the date of the last
19 salary adjustment, if other than a temporary reduction in pay for disciplinary reasons, a demotion
20 or an across-the-board ordinance increase, an increase resulting from an authorized incentive
21 program, or an upgrade of the classification concurrent with adoption of the ordinance. Absence
22 from service as a result of any authorized paid leave, suspensions, military leave, or
23 family/medical leave will not interrupt continuous service. Absence from service for any other

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1 cause shall result in breaking continuity of service and establishment of a new anniversary date,
2 except as otherwise provided in this ordinance. The Chief Medical Examiner may authorize
3 different anniversary dates for an employee or groups of employees.

4
5 **(c)** The Chief Medical Examiner may evaluate the performance of an employee whose salary
6 is established in Section 2(a) of this ordinance for the purpose of a salary adjustment only at
7 intervals as described above except in the case of:

8
9 (1) Exceptional performance of duties:

10
11 With the prior approval of the Chief Medical Examiner may advance the salary of an
12 employee who demonstrates exceptional performance of duties after serving twenty-six (26)
13 weeks of employment at the same rate in the salary range by not more than ten percent (10%) or
14 to the closest step in the pay range which provides not more than a ten percent (10%) increase;
15 this may be in addition to any merit increase received.

16
17 (2) Substandard performance of duties:

18
19 The Chief Medical Examiner may reduce the salary of an employee whose level of
20 performance is significantly diminished and no longer warrants payment at the current rate
21 within the range as provided in the City's Service Rating Manual; providing the employee's
22 salary is above the minimum of the range, established in Section 2(a) and allocated to Overtime
23 Code 3 or Overtime Code 4.

1
2 The granting of any such increase or decrease in salary shall be made at the beginning of
3 a payroll period, as determined by the Chief Medical Examiner, following approval of such
4 salary action.

5
6 **(d)** The Chief Medical Examiner may approve adjustments to correct or mitigate serious and
7 demonstrable internal pay inequities. Salary adjustments under this provision shall preclude
8 adjustments to compensate or reward employees for long-term or meritorious service.

9
10 **(e)** The pay of any employee may be decreased as a disciplinary action by the Chief Medical
11 Examiner to a lower rate. Any such decrease shall be made in accordance with the established
12 disciplinary procedures. The decrease shall not be greater than fifteen percent (15%) of the
13 current salary rate. The decrease may be below the minimum of the pay range for the class. The
14 appointing authority may determine the pay decrease shall be effective for a specific number of
15 bi-weekly pay periods provided, however, that such decrease shall not be effective for more than
16 thirteen (13) bi-weekly pay periods.

17
18 **(f)** An employee who is temporarily promoted shall be eligible for within range salary
19 adjustments under provisions of this Section 7.

20
21 **(g)** The Chief Medical Examiner may approve a within range salary adjustment or other
22 incentives to retain employees in positions that are difficult to fill, or because of their unique
23 requirements. Said adjustment may only be granted once during a twenty-six (26) week period.

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SECTION 8

INCOME SOURCES

Any salary paid to an employee in the Medical Examiner's Office shall represent the total remuneration for the employee, excepting reimbursements for official travel and other payments specifically authorized by ordinance. No employee shall receive remuneration from the City in addition to the salary authorized in this ordinance for services rendered by the employee in the discharge of the employee's ordinary duties, of additional duties which may be imposed upon the employee, or of duties which the employee may undertake or volunteer to perform.

Whenever an employee not on an approved paid leave works for a period less than the regularly established number of hours a day, days a week or days bi-weekly, the amount paid shall be proportionate to the hours in the employee's normal work week and the bi-weekly rate for the employee's position. The payment of a separate salary for actual hours worked from two (2) or more departments, divisions or other units of the City for duties performed for each of such agencies is permissible if the total salary received from these agencies is not in excess of the maximum rate of pay for the class.

SECTION 9

CONVERSION

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1 **(a)** Pay schedules in Sections 2(a) and 2(b) in Ordinance 69193 shall continue in effect until
2 the beginning of the first bi-weekly pay period starting after the effective date of this ordinance,
3 and the rates to be paid to employees in positions of any classes for which a rate is established or
4 changed in Section 2(a) and 2(b) of this ordinance shall become effective and be adjusted (if
5 necessary) as follows:

6
7 (1) The salary of each employee whose pay range is established in Section 2(a) or
8 2(b) of this ordinance whose class has been allocated to a higher pay grade in the appropriate pay
9 schedule as determined by the Chief Medical Examiner shall have their current salary increased
10 to a rate, rounded to the nearest whole dollar, which is not less than but is closest to a rate which
11 is five percent (5%) higher than the rate received immediately prior to promotion, but not less
12 than the minimum of the pay range, whichever is the greater.

13
14 (2) The salary of each employee whose pay range is established in Section 2(a)(2)
15 and 2(b)(2) of this ordinance shall upon June 14, 2015 be placed in the matrix according to the
16 respective pay grades at the step that is closest to their current salary. If an employee's salary is
17 between steps, the employee's salary shall be placed at the higher step.

18
19 **(b)** No employee shall be reduced in salary by reason of the adoption of the new pay
20 schedules in this ordinance.

21
22 **(c)** The salary of an employee serving in a trainee position, which remains above the new
23 trainee rate for his/her position, shall remain unchanged.

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1
2 **(d)** The Chief Medical Examiner may establish a special conversion procedure for a class or
3 position in the event that the Director determines that a serious inequity would be created by the
4 application of the conversion procedures established in this Section 9.

5
6 **(e)** The Chief Medical Examiner shall establish such procedures as needed to place this
7 ordinance into effect and interpret its provisions.

8
9 **SECTION 10**

10 **PAYMENT OF SALARIES**

11
12 All compensation for positions in the Medical Examiner's Office shall be paid bi-weekly.
13 The Chief Medical Examiner and Comptroller shall establish the procedure for listing employees
14 on the various payrolls. The payment due each employee for service, except as otherwise
15 provided, shall be made not later than sixteen (16) days after the end of the bi-weekly pay period.
16 In the event that an employee is dismissed or has been employed for occasional or emergency
17 work, the Comptroller may immediately pay the employee upon termination of service without
18 waiting for the regular bi-weekly pay date of the Department, Division, Section, Office, Agency,
19 Board or Commission where the employee worked.

20
21 **SECTION 11**

22 **CHANGES TO CLASSIFICATION PLAN**

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Whenever the Chief Medical Examiner finds it necessary to add a new class to the classification plan, the Chief Medical Examiner shall allocate the class to an appropriate grade and schedule in this ordinance and notify the Board of Aldermen of this action.

Whenever the Chief Medical Examiner finds it necessary to change the overtime code of an existing class within the classification plan, the Chief Medical Examiner shall change the overtime code and notify the Board of Aldermen of this action.

Whenever the Chief Medical Examiner finds it necessary to change the pay schedule of an existing class within the classification plan, the Chief Medical Examiner shall allocate the class to the appropriate schedule in this ordinance and notify the Board of Aldermen of this action.

The pay grade allocated to a class of position within the classification plan shall remain unchanged for the duration of the existing compensation ordinance. Whenever the Chief Medical Examiner considers it necessary to change the pay grade of an established class of position, such adjustment can only be made concurrent with the adoption of a new compensation ordinance. Recommendation for the allocation of a new pay grade shall be made by the Chief Medical Examiner for final approval by the Board of Aldermen.

SECTION 12

PAYROLL FORMS

The Chief Medical Examiner shall prescribe forms on which subordinate managers shall certify to the fact that a vacancy exists in a lawfully created position and to the lawful appointment of a person to fill the position. The Chief Medical Examiner shall indicate on these forms the proper allocation of the position and the rate at which payment is to be made. When approved by the Chief Medical Examiner and submitted to the Comptroller, these forms shall constitute authorization for the initial placing of a person's name on the payroll. The Comptroller shall not authorize any change in the rate of pay of an individual on the payroll unless approved by the Chief Medical Examiner. The Comptroller shall provide the Chief Medical Examiner with a copy of each payroll audited and found correct within twenty-one (21) days after audit and approval of the payroll by the Comptroller's Office.

SECTION 13

CERTIFICATION OF PAYROLL

The Chief Medical Examiner shall certify on each payroll or a subsidiary document that each person whose name appears on the payroll has been lawfully appointed at a salary provided by this ordinance and that the employee has actually worked the time for which he/she will be paid, subject to the provisions of this ordinance governing hours of work and leaves of absence in the Medical Examiner's Office.

SECTION 14

MINIMUM WORK HOURS

1 The Chief Medical Examiner shall establish procedures to assure that the employees
2 under his/her supervision are actively engaged in the performance of the duties of their positions
3 in accordance with the provisions of this section.

4
5 Each manager/supervisor shall submit to the Chief Medical Examiner the work schedule
6 established for each position in the work unit. Work schedule reports shall be submitted upon
7 request of the Chief Medical Examiner or whenever the manager/supervisor proposes to change
8 the permanent work schedule of a position. The work schedule submitted by the
9 manager/supervisor shall constitute the normal work schedule for the position when approved by
10 the Chief Medical Examiner.

11
12 All employees in the Medical Examiner's Office shall be in attendance at their work in
13 accordance with schedules established under the provisions of this Section 14, subject to other
14 provisions of this ordinance with respect to hours, holidays, vacation, medical leave, furloughs,
15 sick leave, military leave, and leaves of absence with or without pay.

16
17 **(a)** Employees whose salaries are established in Section 2(a): Forty (40) hours shall
18 constitute the average minimum required weekly hours of service in an employment cycle under
19 regular full-time employment for all City employees paid on a bi-weekly basis and occupying
20 positions in the Medical Examiner's Office. The minimum daily and annual service required of
21 such employees shall be in proportion to the average minimum weekly hours established.

Each manager/supervisor shall so arrange the time for reporting for work, for luncheon intermission, and for quitting work of the various employees under their jurisdiction.

(b) Management Employees: Managers for employees occupying full-time positions whose salaries are established in Section 2(a) of this ordinance shall initiate procedures to see that such employees are engaged in the performance of their duties on a full-time basis. Full-time employment for any employee whose classification is denoted in the Management Schedule shall be defined as an average of forty (40) hours per week of time devoted to the duties of the position on an annual basis.

SECTION 15

OVERTIME

(a) The Chief Medical Examiner shall determine those positions in the Medical Examiner's Office of the City of St. Louis which are exempt from overtime compensation and those positions which are not exempt from overtime compensation. The overtime codes established for each class in Section 1(a) of this ordinance shall be interpreted as follows:

OVERTIME CODE (OVTM):

- 1 These classes are primarily managerial in nature, but may also include
- some professional or administrative classes that are ineligible for overtime

1 pay under all but emergency conditions as described in Section 15(d) of
2 this ordinance.

3
4 2 These are supervisory, professional, and administrative classes that are
5 exempt from overtime compensation, but which the City compensates for
6 overtime at the straight (1.0x) time rate.

7
8 3 These are non-exempt classes that receive overtime compensation at the
9 one and one-half (1.5x) time rate.

10
11 Managers/Supervisors are prohibited from changing employee work schedules to avoid
12 the payment of overtime.

13
14 For purposes of determining overtime pay rates for non-exempt employees, the regular
15 hourly rate of pay shall be used.

16
17 Any employee in a class which has been allocated to Overtime Code 3 (non-exempt) in
18 this ordinance shall be compensated for overtime work in accordance with the provisions of this
19 section. Each manager/supervisor shall designate and submit to the Chief Medical Examiner the
20 official work week and schedule or work cycle for all non-exempt positions in the work unit.
21 The average number of scheduled hours in a bi-weekly pay period shall not be less than eighty
22 (80) for full-time employment.

1 Whenever an Overtime Code 3 employee whose pay matrix is in Section 2(a) works
2 hours in excess of the maximum established for an official work week or work cycle, usually
3 forty (40) hours in a work week such hours shall be paid at the one-and-one-half time (1.5x) rate.
4 In addition to the actual hours worked, vacation, and compensatory time only shall count as
5 hours worked for the purpose of determining eligibility for overtime compensation.

6
7 **(a)** Any employee in a class which has been allocated to Overtime Code 2 in Section 1(a) of
8 this ordinance shall be compensated for overtime by granting the employee pay or compensatory
9 time off at the straight (1.0x) time rate. Each appointing authority shall designate and submit to
10 the Chief Medical Examiner the official work week or work cycle, which is usually forty (40)
11 hours, for all exempt (Code 2) positions in the work unit. Whenever a full-time employee in an
12 exempt (Code 2) position is directed by management, with the approval of the appointing
13 authority, to work hours in excess of the maximum established for an official work week or work
14 cycle it shall be considered overtime. In addition to the actual hours worked, vacation, and
15 compensatory time only shall count as hours worked for the purpose of determining eligibility
16 for overtime compensation. Straight time (1.0x) overtime shall be compensated at the
17 employee's regular hourly rate of pay, or by granting the eligible employee compensatory time
18 off at the rate of one (1) hour for each hour of overtime worked. The average number of
19 scheduled hours in a bi-weekly pay period shall not be less than eighty (80) for full-time
20 employment. The regular hourly rate of pay for an exempt (Code 2) bi-weekly paid employee
21 shall be determined by dividing the employee's regular bi-weekly rate of pay by the average
22 number of regularly scheduled hours of work in a bi-weekly pay period.

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1 **(b)** Part-time bi-weekly paid employees and employees paid on an hourly or per performance
2 basis shall be compensated for overtime work in accordance with the overtime provisions of this
3 section and with consideration for community practices in compensating similar employment.

4
5 **(c)** The Chief Medical Examiner may compensate Overtime Code 1 employees at the
6 straight-time (1.0x) rate, when both of the following conditions exist: 1) the Mayor of the City
7 of St. Louis declares an emergency due to serious and protracted conditions which threaten
8 continuous City Service, preservation of public peace, health, or safety, and 2) the Chief Medical
9 Examiner directs an employee or group of employees to work in excess of forty (40) hours per
10 week. The manager/supervisor shall maintain attendance records of the assignment(s) and
11 submit such records at the request of the Chief Medical Examiner.

12
13 **(e)** Employees who wish to use compensatory time earned in lieu of pay must make their
14 request in writing at least twenty-four (24) hours in advance of the day or days requested. The
15 manager/supervisor shall keep in mind the staffing needs of the department when granting time
16 off, but in any case time off will not be unreasonably denied.

17
18 Pay shall be the regular method of compensation for recorded overtime hours of work for
19 employees in classes with Overtime Code 3. However, a manager/supervisor shall compensate a
20 non-exempt bi-weekly paid employee for overtime work by granting the employee compensatory
21 time off in lieu of pay only if the employee requests compensatory time, in writing.

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1 Employees engaged in public safety, emergency response or seasonal activity as defined
2 by the Chief Medical Examiner may have a maximum balance of two hundred forty (240) hours
3 of compensatory time; except that Management Personnel shall only be allowed to accumulate
4 up to forty (40) hours of compensatory time. All other employees are allowed a maximum
5 balance of one hundred twenty (120) hours of compensatory time. These maximum balances of
6 compensatory time shall apply to employees working an average work week of forty (40) hours;
7 the maximum balance of compensatory time for employees whose average work week is more or
8 less than forty (40) hours shall be proportionate. No provision of this section establishing a
9 maximum balance of compensatory time shall serve to cancel any compensatory time due to an
10 employee or to deny an employee payment for recorded compensatory time earned in accordance
11 with the provisions of the compensation ordinance in effect at the time the compensatory time
12 was earned.

13
14 Each manager/supervisor shall establish procedures to assure that non-exempt employees
15 are promptly granted time off when such employees request to use their earned compensatory
16 time. A manager/supervisor may not deny non-exempt employees' requests for earned
17 compensatory time off except when such approval would create an extreme business hardship.
18 When a manager/supervisor determines that the work schedule of the organization will not
19 permit the granting of such time off, the manager/supervisor shall pay the employee in that same
20 pay period for all or a portion equivalent to the time requested of the employee's accrued
21 compensatory time. This provision requiring the prompt granting of requested time off applies
22 only to compensatory time that is earned as a result of the employee working overtime; it does

not apply to compensatory time earned as a result of an incentive program or bonus award program.

Compensatory time earned by exempt employees shall be granted to an employee at the discretion of the manager/supervisor in one of the following ways: 1) on request of the employee; 2) on termination of services with the City.

(f) Before an employee is transferred, promoted or demoted from a position under one manager/supervisor to a position under another manager/supervisor or to another unit with a different appropriation, all compensatory time shall be granted or paid. Upon the death of an employee, the person or persons entitled by law to receive any compensation due to the employee shall be paid any amount due to the employee on the date of death.

(g) All sections shall keep daily attendance records of Medical Examiner Employees and shall submit periodic reports of: 1) unexcused absences and leaves; 2) reports of overtime earned, granted, and paid; or 3) the nonoccurrence of same to the Chief Medical Examiner in the form and on the dates specified as required or requested.

SECTION 16

HOLIDAYS

(a) Medical Examiner employees working full-time who are paid a bi-weekly rate shall be entitled to leave with pay, pay, or compensatory time off in lieu of pay or paid leave for regularly scheduled work on the following designated holidays:

<u>DATE</u>	<u>HOLIDAY</u>
January 1	New Years Day
Third Monday in January	Rev. Martin Luther King Jr. Day
Third Monday in February	Presidents' Day
Last Monday in May	Memorial Day
July 4	Independence Day
First Monday in September	Labor Day
November 11	Veterans' Day
Fourth Thursday in November	Thanksgiving Day
Day after Thanksgiving	Day after Thanksgiving
December 25	Christmas Day

In addition to the above enumerated designated holidays, full-time Medical Examiner employees shall be entitled to leave with pay, pay, or compensatory time off in lieu of pay as established by this *Section 16* on any day or partial day the Mayor declares by proclamation the closing of City offices.

Employees working full-time and paid a bi-weekly rate whose pay is established in Sections 2(a) of this compensation ordinance shall receive leave with pay, pay or compensatory

1 time off in lieu of pay as holiday compensation in an amount that is proportionate to the number
2 of hours the employee is regularly scheduled to work in a day or shift. For example: Employees
3 working an average of forty (40) hours a week, five (5) days a week, eight (8) hours a day shall
4 receive eight (8) hours of compensation for the holiday; employees working an average of forty
5 (40) hours a week, four (4) days a week, ten (10) hours a day shall receive ten (10) hours of
6 compensation for the holiday.

7
8 When the day of observance of a holiday is changed by State or Federal law, it will be so
9 observed by the City of St. Louis. When the day of observance of a holiday is changed by State
10 or Federal executive action, the Mayor shall determine the day of observance by the City of St.
11 Louis. When one of the above enumerated holidays occurs on Sunday, the following Monday
12 shall be observed as the holiday. When one of the above holidays occurs on Saturday, the
13 preceding Friday shall be observed as the holiday.

14
15 **(b)** Each manager/supervisor shall determine the manner of granting holidays and shall
16 report his/her determination to the Chief Medical Examiner, if required by the Chief Medical
17 Examiner. When full-time employees, whose pay is established in Section 2(a) of this
18 compensation ordinance, are required to work on a holiday they shall be entitled to compensation
19 for the holiday and the hours actually worked. Compensation for the holiday shall be in an
20 amount proportionate to the number of hours an employee is regularly scheduled to work in a
21 day or shift.

1 Except as otherwise provided in this section, when a City holiday falls on an employee's
2 regularly scheduled day off, the employee shall be entitled to have compensatory time added to
3 his/her balance in an amount proportionate to the number of hours regularly scheduled in a day
4 or shift.

5
6 If an employee is docked from the payroll for one hour or more on the full scheduled
7 workday preceding a holiday, the full scheduled work day following a holiday, or on a scheduled
8 holiday, the employee shall not be compensated for the holiday.

9
10 The holiday compensation procedures established by this Section 16 shall apply to full-
11 time Medical Examiner employees paid a bi-weekly rate. Part-time bi-weekly rate employees
12 shall be compensated for holidays in proportion to the percentage of time they are regularly
13 scheduled to work. Employees paid on an hourly or per performance basis shall not be entitled
14 to holiday compensation, except as otherwise provided in this ordinance.

15
16 In the event that the holiday schedule established in this Section 16 is revised, employees
17 who are granted compensatory time in lieu of all holidays shall have their leave benefits adjusted
18 accordingly. The Chief Medical Examiner may establish additional or alternate holiday leave
19 policies for employees occupying public safety positions which qualify for the special overtime
20 pay provisions under Federal law or for employees with official work schedules authorized by
21 the Chief Medical Examiner which exceed the normal forty (40) hour weekly work schedule.
22 Procedures developed in compliance with this Section 16 shall be designed to treat employees in
23 the same manner who work substantially equivalent work schedules.

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SECTION 17

VACATION

Vacation leave with pay shall be granted to employees paid a bi-weekly rate in permanent competitive positions working fifty percent (50%) time or more. The Chief Medical Examiner may establish additional guidelines and policies to govern the administration of vacation leave benefits in the Medical Examiner's Office.

(a) Vacation hours shall be granted to employees whose pay is established in Section 2(a), with appointment date before April 23, 1989.

PAY ESTABLISHED

IN SECTION

2(a)

Length of	Bi-Weekly	Annual
<u>Cumulative Service</u>	<u>Accrual Rates</u>	<u>Equivalent</u>
1 but less than 5 years	5	130
5 but less than 10 years	6	156
10 but less than 15 years	7	182

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St. Louis City Ordinance 70019

1	15 but less than 20 years	8	208
2	20 or more years	9	234

3

4 Employees employed before July 18, 2010 whose pay is established in Section 2(a) of
5 this ordinance completing five (5) years of cumulative service, ten (10) years of cumulative
6 service, fifteen (15) years of cumulative service, or twenty (20) years of cumulative service shall
7 have forty (40) hours of vacation added to their existing balance,

8

9 **(b)** Vacation hours shall be granted to employees whose pay is established in Section 2(a)
10 with appointment date on or after April 23, 1989.

11

12 PAY ESTABLISHED

13 IN SECTION

14 2(a) or 2(b) or 2(c)

15	Length of	Bi-Weekly	Annual
16	<u>Cumulative Service</u>	<u>Accrual Rates</u>	<u>Equivalent</u>

17	1 but less than 5 years	3	78

18	5 but less than 10 years	5	130

19	10 but less than 15 years	6	156

20	15 but less than 20 years	7	182

21	20 or more years	8	208

22

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Employees employed before July 18, 2010 whose pay is established in Section 2(a) of this ordinance completing five (5) years of cumulative service, ten (10) years of cumulative service, fifteen (15) years of cumulative service, or twenty (20) years of cumulative service shall have forty (40) hours of vacation added to their existing balance.

(c) Employees employed on or after July 18, 2010 will not have the 40 hours added to their vacation balance upon completion of five (5) years of cumulative service, ten (10) years of cumulative service, fifteen (15) years of cumulative service, or twenty (20) years of cumulative service.

(d) All references in this ordinance, except as otherwise noted, to accrual rates, additions to, and accrual maximums for vacation are for employees working a scheduled work week of forty (40) hours. Vacation rates, additions and maximums shall be computed on a proportionate basis for employees whose average work week is more or less than forty (40) hours. When an eligible employee's scheduled work week is changed, the employee's rate of accrual shall be changed proportionately. All references in this ordinance to cumulative service for vacation shall mean cumulative service without a break in service of more than one year, except as provided otherwise in this ordinance. No employee who works less than fifty percent (50%) time or who is serving in a limited-term position shall be eligible to accrue vacation.

(e) (1) The maximum vacation balance for those working an average work week of forty (40) hours shall be six hundred (600) hours. Vacation accrual maximums, for those working

1 more or less than forty (40) hours per week, but at least fifty percent (50%) time, shall be
2 established in accordance with Section 17 of this ordinance.

3
4 (2) When an employee's full-time average work week is changed, the maximum
5 vacation balance shall be changed proportionately. In addition, the employee shall have his/her
6 current vacation balance adjusted so that the vacation shall maintain the same position relative to
7 the new maximum balance as existed with the employee's previous maximum balance. Accrual
8 of vacation shall cease when an employee accumulates the maximum vacation balance
9 established for the assigned work schedule and shall not resume until the vacation balance is less
10 than the maximum amount.

11
12 (f) Accrual of vacation shall begin and be credited upon the first bi-weekly pay period and
13 each pay period thereafter but employees must complete the entire pay period to accrue the
14 vacation leave at the end of said pay period:

15
16 (1) of appointment;

17
18 (2) of return to duty from leave of absence;

19
20 (3) of restoration to employment of one-half (50%) time or more.

Vacation leave shall be granted in whole hour units. On termination of service, any fractional hour shall be made whole. The accrual of vacation leave shall cease at the employee's last day at work or beginning of terminal leave.

(g) Managers/supervisors shall be responsible for establishing all vacation leave schedules, but may not discipline employees by imposing unusual vacation schedules. Vacation shall be granted to the employee at the discretion of the manager/supervisor as provided by this ordinance in one of the following ways:

(1) When the employee requests vacation leave in accordance with departmental policies.

(2) When directed to take paid time off by the manager/supervisor.

(3) When an employee is terminated or resigns from the Medical Examiner's Office.

(4) When an employee whose salary is established in Sections 2(a) reaches the established maximum accrual and would cease accruing vacation, the employee may notify the manager/supervisor in writing of his/her intention to schedule vacation. Such notice shall be at least seven (7) days prior to the first work day the employee intends to take off. If the manager/supervisor fails to establish a different vacation schedule, the employee may, at will and without assuming liability for disciplinary action, take the paid leave, which was proposed in writing.

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(5) All employees may request payment from the appointing authority for forty (40) hours of vacation accrual in lieu of scheduling paid leave provided that the full vacation allowance for that year is not exceeded. This may be done a maximum of once in each calendar year. Management employees may request payment from the appointing authority for up to an additional forty (40) hours of their vacation accrual balances in lieu of scheduling paid leave if their schedules do not permit them to be absent from work. These requests are subject to the prior approval of the Chief Medical Examiner.

(h) During the first twelve (12) months of employment, unless stated otherwise in this ordinance, accrued vacation may be granted to an employee provided that the employee has completed six (6) months of continuous service. When the service of an employee is terminated after twelve (12) months of continuous service, any accumulated vacation that is due the employee shall be paid. When employment is terminated before completing twelve (12) months of continuous service, any previously advanced vacation leave shall be deducted from the employee's final pay.

(i) Employees who separate from the Medical Examiner's Office and who return to the Medical Examiner's Office within twenty-four (24) months of the separation, will be given credit for prior continuous service in determining the vacation accrual rate in accordance with *Section 17(a), 17(b), 17(d), 17(e), or 17(f)* of this ordinance and based on the date of the employee's original appointment.

1 **(j)** Employees who move to the Medical Examiner's Office from a non-Medical Examiner's
2 Office shall be given credit for the years of service in the non-Medical Examiner's Office in
3 determining the vacation accrual rate in accordance with Section 17(a) or 17(b) of this ordinance
4 and based on the date of the employee's original appointment.

5
6 **(k)** Employees who return to work from a "reemployment from layoff" eligible list shall be
7 eligible to use vacation as soon as it is accrued unless stated otherwise in this ordinance provided
8 the employee has completed six (6) months of continuous service prior to the layoff and with
9 approval of the manager/supervisor. An employee who has completed less than six (6) months
10 of continuous service will be required to complete the remaining portion of the six (6) months
11 period before being eligible to use vacation.

12
13 Any such reemployed worker shall be given credit for prior continuous service in
14 determining the employee's vacation accrual rate in accordance with the schedule established in
15 Section 17(a), 17(b), 17(d), 17(e), or 17(f) of this ordinance and based on the employee's original
16 appointment.

17
18 **(l)** Managers/supervisors shall be responsible for the management of their vacation
19 schedules so as to most effectively administer their organizations and fulfill the desire of
20 employees in the establishment of leave schedules.

21
22 **(p)** Accrued vacation shall be carried with an employee when transferred, promoted, or
23 demoted from a position under one appointing authority to a position under another appointing

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1 authority without a break in service or change in method of pay. Upon the death of an employee,
2 the person or persons entitled by law to receive any compensation due the employee shall be paid
3 the amount due the employee for accrued vacation.

4
5 **(q)** With the approval of the Chief Medical Examiner, a retiring employee may be paid on
6 the payroll for accrued vacation in the month prior to retirement without inclusion in the
7 employee's final average compensation. The Chief Medical Examiner may pay previously
8 accrued vacation off in a lump sum to an employee whose service with the City Medical
9 Examiner's Office has terminated. Such payment shall be made on the employee's last regular
10 paycheck. The lump sum payment shall include compensation for any holidays occurring during
11 the employee's terminal vacation leave period as if employee's vacation had been run out on
12 payroll.

13
14 **(r)** Employees occupying excepted positions in the Medical Examiner's Office shall be
15 granted vacation at the discretion of the Chief Medical Examiner. An employee whose term in
16 an excepted position ends and who is then appointed to a permanent competitive position
17 working fifty percent (50%) time or more shall become eligible to accrue vacation leave with
18 pay upon appointment to the competitive position. Length of cumulative service for the purpose
19 of determining rate of vacation leave accrual shall be based on the employee's original date of
20 appointment to the excepted position, providing there was no break in service between expiration
21 of the excepted position and appointment to the permanent competitive position. The date of
22 appointment to the permanent competitive position shall be used to determine the appropriate

1 rate of vacation accrual for the corresponding length of cumulative service in accordance with
2 the schedule established in Section 17(b).

3
4 **(s)** Managers/supervisors shall report leave with pay for vacation and such other authorized
5 absences as the Chief Medical Examiner shall designate in such form and at such time as the
6 Chief Medical Examiner may require.

7
8 **SECTION 18.**

9 **SICK LEAVE**

10
11 **(a)** Employees ceased accruing sick leave beginning July 18, 2010. Thereafter, an employee
12 may choose to use his/her sick leave in accordance with regulations established by the Chief
13 Medical Examiner.

14
15 **(b)** An active employee who is a member of the Employees Retirement System of the City of
16 St. Louis, and who applies for retirement and immediately retires from active service, shall
17 receive payment for his/her sick leave balance less any sick leave credited or paid to a member
18 or used in the calculation of retirement benefits under this or any other ordinance(s). If the
19 Employees Retirement System provides for sick leave to be credited or paid to a member or used
20 in the calculation of retirement benefits, this payment shall be limited to a maximum of fifty
21 percent (50%) of the value of the employee's sick leave balance. If the Employees Retirement
22 System of the City of St. Louis provides for sick leave to be credited or paid to a member or used

1 in the calculation of retirement benefits, this payment shall be fifty percent (50%) of the value of
2 the employee's sick leave balance at time of retirement.

3
4 **(c)** If a member of the Employees Retirement System of the City of St. Louis who had been
5 otherwise eligible for Normal or Early Service Retirement dies his/her estate may receive
6 payment based on the calculation above on the employee's sick leave balance, if any. Payment
7 shall be made in accordance with the procedures established by the Chief Medical Examiner.

8
9 **(d)** An employee who is reemployed from an authorized layoff shall have his/her prior sick
10 leave balance if any restored, provided this balance has not be used in the determination of
11 pension benefits paid to the retiree.

12
13
14 **SECTION 19.**

15 **MEDICAL LEAVE**

16
17 **(a)** Medical leave with pay shall be granted to bi-weekly rate employees in permanent
18 competitive positions working fifty percent (50%) time or more in accordance with regulations
19 and procedures established by the Chief Medical Examiner.

20
21 (1) All employees, unless otherwise stated in this ordinance, shall accrue three (3)
22 hours of medical leave for each bi-weekly pay period of employment but must complete the
23 entire pay period to accrue the medical leave at the end of said pay period. This accrual rate is

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1 established for employees working an average work week of forty (40) hours. Medical leave
2 shall be computed on a proportionate basis for employees whose average work week is more or
3 less than forty (40) hours. An eligible employee may be granted paid medical leave by his/her
4 appointing authority after completing twenty-six (26) weeks of continuous service.

5
6 **(b)** The Chief Medical Examiner may establish a system of cash awards, paid time off or
7 other incentives to reward employees for perfect and near perfect attendance.

8
9 **(c)** An appointing authority shall remove an employee from the payroll for unexcused
10 absence in accordance with regulations and procedures established by the Chief Medical
11 Examiner. When an employee is docked from the payroll under the provisions of this section,
12 the amount deducted from his/her regular bi-weekly rate of pay shall be one times (1.0x) the
13 regular hourly rate as defined in this ordinance for each hour of unexcused absence. If an
14 employee is docked from the payroll for one (1) hour or more in a bi-weekly pay period, he/she
15 will cease to accrue medical leave for the pay period.

16
17 **(d)** If management decides to send their employees or a group of employees' home due to
18 inclement weather, they will not lose their medical leave accrual for that pay period.

19
20 **(e)** All leave with or without pay for illness, injury, or physical inability to perform assigned
21 duties shall be recorded on the payroll or a subsidiary document in the manner established by the
22 Chief Medical Examiner. Compensation for periods of absence from work when an employee

sustains an injury by accident on the job shall be governed by the provisions of *Section 25 (Workers' Compensation and Disability Leave)* of this ordinance.

(f) An employee who is reemployed from an authorized layoff shall have his/her prior medical leave balance and sick leave balance restored if any, provided any sick leave balance has not been credited to the employee's length of service in determining pension benefits paid to the retiree. An employee who is reemployed from an authorized layoff and who has a medical and/or sick leave balance and who completed twenty-six (26) weeks of continuous employment prior to the layoff may take approved medical and/or sick leave upon reemployment.

(g) Each manager/supervisor shall institute procedures, in accordance with regulations established by the Chief Medical Examiner that will discourage the improper use of medical leave with pay. When an employee is removed from the payroll for absence not approved by the appointing authority, the employee shall be notified promptly in writing.

(h) Employees shall not receive payment for any medical leave balance and it shall not be used in the calculation of retirement benefits or payments under this ordinance or any other ordinance.

SECTION 20.

MILITARY LEAVE

The City of St. Louis will follow all applicable state and federal laws on the granting of military leave and reemployment rights.

Each employee is required to give advance notice (at least 30 days prior to departure when feasible), preferably in writing, of service obligation or intention to perform services in the uniformed services, unless such notice is prevented by military necessity, as determined by a designated authority, or impossible or unreasonable under all of the circumstances.

Upon the expiration of military leave of absence, the employee shall be reinstated to the class of position he/she occupied at the time the leave was granted without breaking continuity of service. Failure of an employee to report for duty within the time pursuant to state or federal law shall be just cause for dismissal. The employee's accumulated leave balance(s) shall be restored to the employee upon his/her return.

SECTION 21.

EDUCATION REIMBURSEMENT

A manager/supervisor may, with the prior approval of the Chief Medical Examiner, authorize salary payments, payments of tuition expenses, fees, books and related material in whole or in part to employees to permit them to attend school, visit other governmental agencies or in any approved manner to devote themselves to improvement of knowledge or skills required in the performance of the duties of their position.

The Department of Personnel may reimburse, in whole or in part, expenses incurred by employees in the pursuit of improvement of the knowledge and skills required in the performance of their positions or in higher positions, when funds have been budgeted therefore.

A manager/supervisor, with the approval of the Chief Medical Examiner, may establish a program to reimburse, in whole or in part, expenses incurred by employees in the pursuit of improvement of the knowledge and skills required in the performance of the duties of their positions or to improve their professional, technical or managerial knowledge or skill.

SECTION 22.

LEAVES OF ABSENCE AND FAMILY/MEDICAL LEAVE

An employee may request a leave of absence, or a manager/supervisor may request a leave of absence for an employee, for any reason under the City's general leave policy, or a "Family/Medical Leave of Absence" for certain qualifying reasons under provisions of "The Family and Medical Leave Act of 1993" as provided in this ordinance and under additional provisions and regulations as determined by the Chief Medical Examiner.

(a) A manager/supervisor, with the approval of the Chief Medical Examiner, may grant an employee in the Medical Examiner's Office a general leave of absence without pay for a period of one year, which may be extended, with the prior approval of the Chief Medical Examiner.

1 Upon the expiration of such leave of absence, the employee shall be reinstated to the
2 competitive position he/she occupied at the time the leave was granted provided the position is
3 still in existence and he/she is able to perform the duties of the position. The employee shall be
4 reinstated to the competitive position at the same relative rate in the salary range the employee
5 occupied at the time the leave was initiated. Failure of an employee to report for duty promptly
6 at the expiration of the leave shall be just cause for dismissal. If necessary to the efficient
7 conduct of the business of the City, an employee on leave other than military leave or qualifying
8 family/medical leave may be notified by the appointing authority, with the approval of the Chief
9 Medical Examiner, to return prior to the expiration of such leave. Failure of the employee to
10 return within ten (10) calendar days after receipt of such notice shall terminate his/her leave of
11 absence and be just cause for dismissal, subject to any applicable federal, state or local
12 regulations.

13
14 **(b)** The City of St. Louis will follow all applicable state and federal laws on the granting of
15 family/medical leave.

16
17 The Chief Medical Examiner shall establish additional rules, guidelines and procedures
18 for the effective administration of the City's "Family/Medical Leave Policy." The policy shall
19 comply with all provisions of the "Family/Medical Leave Act of 1993" and any amendments
20 thereafter.

21
22 Employees must take all of their accrued time (sick leave, medical leave, vacation leave)
23 prior to being placed on leave without pay status for approved Family and Medical Leave, except

employees can keep one (1) week of vacation hours (if they have accrued one (1) week of vacation and are eligible to take them). Employees will be allowed to use all their compensatory time, if requested by employee.

(c) Any employee in the Medical Examiner's Office who is appointed to a position in the Medical Examiner's Office shall be granted an in-service leave without pay from the position during the term to which he/she is appointed to the position. Such leave shall be for the term of the appointment to the position and until his/her successor qualifies. Upon the expiration of the appointment to the position, the employee shall be reinstated to the position he/she occupied immediately prior to the in-service leave. The employee shall be reinstated to the position as under a temporary promotion pursuant to *Section 6(a)(2)* of this ordinance. Employees who are returned to a position shall retain any vacation, compensatory time, sick leave, or medical leave balance in effect at the time of granting of the leave of absence for appointment to the position. Employees shall be given credit for time spent in an appointment in computing eligibility for additional vacation leave accrual.

(d) In the event that emergency conditions occur which require the closing of City-operated facilities or the temporary cessation of functions carried out by classified employees, the Mayor of the City of St. Louis may declare an emergency and require an employee or group of employees to take leaves of absence with or without pay while such emergency conditions exist. In the event that the Mayor requires that the leave of absence be without pay, an employee with vacation or accrued compensatory time may elect to take the accrued time off with pay in lieu of all or a part of such non-paid leave of absence. Such non-paid leave of absence shall not

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1 interrupt continuity of service for vacation accrual. An emergency leave of absence declared by
2 the Mayor shall not exceed ninety (90) days.

3
4 **(e)** Employees who are granted general leaves of absence and other non-paid leaves of
5 absence, except military leave, must take all accrued vacation at the start of the leave of absence.
6 Employees who are granted or placed on a non-paid leave of absence will not accrue vacation
7 and medical leave during the period of non-paid leave. Upon the expiration of such leaves of
8 absence, the employee shall follow the procedures as established in this *Section 22* and any other
9 applicable regulations and procedures as established by the Chief Medical Examiner.

10
11 **(f)** A manager/supervisor, with the prior approval of the Chief Medical Examiner, may put an
12 employee on a forced leave of absence with or without pay pending the outcome of an
13 investigation or of a pending disciplinary action against the employee. Employees being placed
14 on forced leave may elect to be placed on either vacation leave or compensatory time.

15
16 **(g)** In the event that a fiscal crisis occurs in the City of St. Louis, employees may request
17 voluntary furloughs. The Chief Medical Examiner may issue regulations to govern the furlough
18 program.

19
20 **SECTION 23.**

21 **INSURANCE BENEFITS**

The City of St. Louis is hereby authorized to devise and establish by contract or otherwise plans for life, health, medical, disability, and other insurance coverage deemed necessary for employees in the Medical Examiner's Office and other employees for the City and their dependents. The Department of Personnel shall develop and administer programs to provide for such coverage. The Director of Personnel shall confer with the Board of Estimate and Apportionment by February 1st of each year regarding coverage plans and the appropriate funding level. The Director shall then be charged with the responsibility of establishing the applicable funding level and remittance rates for the aforementioned plans and certify same to the Comptroller and Budget Director by March 1st of each year. The Director of Personnel may amend said rates as needed.

SECTION 24.

DEATH BENEFIT

In the event any employee of the City whose pay is established by this ordinance dies as a result of injuries arising out of and in the course of his/her employment by the City, the City shall pay compensation in accordance with the Missouri Workers' Compensation Law. The Chief Medical Examiner and the City Counselor shall establish procedures for making the payments required by the Missouri Workers' Compensation Law. The Comptroller shall designate the fund or appropriation out of which such payment shall be made. Such compensation shall be in addition to any life insurance benefits paid for by the City or by the employee which is available to the employee's beneficiaries and also in addition to any benefit provided by the Employees Retirement System of the City of St. Louis.

SECTION 25.

WORKERS' COMPENSATION AND DISABILITY LEAVE

(a) Any employee in the Medical Examiner's Office whose class title and grade are established in Section 1(a) and denoted by the suffix "G," or "M" of this ordinance, including employees who are compensated on a per performance or unit of work basis, who shall suffer personal injury by accident or occupational disease arising out of and in the regular course of employment while engaged in or about the premises where an employee's duties are being performed or where an employee's presence is required as part of his/her employment, shall promptly report such injury by accident or occupational disease to his/her immediate supervisor. The supervisor shall in turn report, through the manager/supervisor, all facts concerning the incident to the City Counselor and the Chief Medical Examiner. The manager/supervisor shall promptly provide such written information and recommendations as may be requested by the City Counselor to aid in making the determination of the period of disability.

The employee who suffers a personal injury as described in part (a) of this section, and which results in temporary disability, may elect to use sick or medical leave for the first three (3) days of temporary disability. Thereafter, the employee will be compensated at the rate mandated by the Missouri Workers' Compensation Law. If the period of disability extends fourteen (14) calendar days or more, the three (3) days of sick or medical leave used during the first three (3) days of disability will be restored to the employee's sick or medical leave balance. The City Counselor shall determine the actual amount of compensation and length of time during which

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1 payments are made for such temporary disability in accordance with the Missouri Workers'
2 Compensation Law.

3
4 **(b)** The City Counselor, the Chief Medical Examiner, or the manager/supervisor may require
5 an employee to undergo a physical examination and medical or surgical treatment at the expense
6 of the City to diagnose and treat injuries or illnesses arising out of employment.

7
8 **(c)** The City Counselor and the Comptroller shall establish procedures for paying
9 compensation to employees or former employees who are permanently disabled and due
10 compensation under the Missouri Workers' Compensation Law. The Comptroller shall designate
11 the fund or appropriation out of which such payment shall be made.

12
13 **(d)** The City Counselor and the Chief Medical Examiner shall be responsible for the
14 administration of the provisions of this Section and shall establish and publish procedural
15 regulations for the administration of the program. Each manager/supervisor shall establish
16 procedures to comply with the provisions of this section and established regulations.

17
18 **SECTION 26.**

19 **JURY AND WITNESS LEAVE**

20
21 **(a)** Jury leave with pay shall be granted to bi-weekly rate employees working fifty percent
22 (50%) time or more for such time when such employees are serving as jurors pursuant to order of
23 the St. Louis Circuit Court or United States District Court in St. Louis. Any bi-weekly rate

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1 employee, when so summoned for jury service, shall report such fact within seventy-two (72)
2 hours to his/her manager/supervisor and display to the manager/supervisor the summons which
3 the employee has received and shall give the manager/supervisor in writing the date and the time
4 of such jury service. No bi-weekly rate employee shall receive any compensation from the Jury
5 Commissioner or the United States District Court system for jury service for days the employee
6 receives compensation from the City. A bi-weekly rate employee may keep the jury stipend for
7 days when the employee receives no compensation from the City (off days, docks, leaves, etc.).
8 Upon being discharged from serving as a juror by the Court or Jury Commissioner, the employee
9 shall forthwith report to his/her manager/supervisor if discharged during their normally
10 scheduled work hours and shall submit to his/her manager/supervisor a written statement from
11 the Jury Commissioner certifying that the employee has served as a juror and the time and date
12 so served. The manager/supervisor shall, upon receipt of the statement of jury service, credit the
13 employee with paid jury leave for such service.

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

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1 required to be off the job and that all time off was in connection with the prosecution of the case.
2 This procedure shall apply for employee participation in criminal prosecution in State or Federal
3 Courts.

4
5 **SECTION 27.**

6 **DEFERRED COMPENSATION**
7

8 **(a)** Authority is hereby granted for the establishment of a deferred compensation plan for the
9 City of St. Louis.
10

11 **(b)** In accordance with the regulations applicable to the plan, as set out herein, the
12 Comptroller is authorized to enter into an agreement with eligible participants, whereby said
13 participants may designate a portion of their future earnings to be deducted by the City and
14 placed in a fund to be designated "City of St. Louis Deferred Compensation Plan Fund" for the
15 purpose of providing tax deferred benefits to the participants upon retirement.
16

17 **(c)** The Board of Estimate and Apportionment is hereby authorized to establish or select a
18 specific plan or plans in accordance with the requirements set out in this ordinance. In
19 establishing the plan, the Board of Estimate and Apportionment may elect to retain outside
20 parties to provide administrative and/or investment services after following competitive bidding
21 procedures. The Board of Estimate and Apportionment is authorized, after analyzing the various
22 competitive bids submitted in accordance with the requirements of this ordinance, to select the
23 plan or plans it determines to meet the requirements established as a part of the competitive

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bidding procedures and to be in the best interest of the participants. No investment plan shall be considered unless offered by a duly licensed resident agent representing a company duly licensed and authorized by the State of Missouri and other applicable federal regulatory agencies to offer such insurance or investment programs.

In the event Federal or State legislation is changed in a manner affecting and/or relating to any of the aforementioned Deferred Compensation provisions contained in this Section, the Board of Estimate and Apportionment of the City of St. Louis may amend the deferred compensation plan accordingly and may execute any and all documents necessary to achieve and effectuate the recommended changes.

SECTION 28.

RETIREMENT

The following provisions shall apply to the Employees Retirement System:

(a) "Final Average Compensation" is equal to one-half of the sum of (1) and (2) below:

(1) The annual compensation received by a member for the two (2) consecutive years of creditable service in which the highest compensation was received preceding the termination of his/her employment, and

(2) The balance of a member's sick leave pay on the date of retirement *less* sick leave hours paid to the member upon termination of his/her employment and *less* sick leave hours considered as creditable service for the purpose of determining eligibility for retirement benefits, except that said balance cannot exceed twenty-five percent (25%) of a member's total sick leave on the date of retirement.

(b) If a member has less than two (2) consecutive years of creditable service his/her final average compensation shall be equal to the sum of (1) and (2) below, divided by (3) below and then multiplied by (4) below:

(1) The sum of monthly compensation received by the member for each consecutive month of creditable service immediately preceding the termination of his/her employment, and

(2) The balance of a member's sick leave pay on the date of retirement *less* sick leave hours paid to the member upon termination of his/her employment and *less* sick leave hours considered as creditable service for the purpose of determining eligibility for retirement benefits, except that said balance cannot exceed twenty-five percent (25%) of a member's total sick leave on the date of retirement.

(3) The number of consecutive months of creditable service immediately preceding the termination of his/her employment, and

(4) Twelve (12).

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The years of creditable service of a member shall be the number of years and completed months of service during which he/she receives compensation from the first day of the calendar month following the date of the beginning of each employment with an employer until his/her employment is terminated, subject to the provisions of this section. The years of creditable service of an employee hired after the operative date who had attained the age of sixty (60) years at initial employment shall be the number of years and completed months of service during which he/she receives compensation from October 1, 1988, and hereafter, from the first day on or after October 1, 1988, of the beginning of each employment with an employer until his/her employment is terminated. No creditable service shall be granted for any period of employment before October 1, 1988, after the calendar month in which the member attains age seventy (70). No creditable service for prior employment shall be granted an employee who becomes a member after April 1, 1960, unless he/she was employed by an employer on April 1, 1960.

A member's sick leave balance at time of retirement less the sum of (a), (b) and (c) below shall be considered as additional creditable service for calculation of retirement benefits under any provision of this ordinance:

- (a) Sick leave hours considered as creditable service for the purpose of determining eligibility for retirement benefits, and
- (b) Sick leave hours paid to the member upon termination of his/her employment, and

(c) Sick leave hours used in determining final average compensation.

SECTION 29.

SEVERABILITY

The sections of this ordinance shall be severable. In the event that any section of this ordinance is found by a court of competent jurisdiction to be invalid, the remaining sections of this ordinance are valid, unless the court finds the valid sections of the ordinance are so essential and inseparably connected with and dependent upon the void section that it cannot be presumed that the Aldermen would have enacted the valid sections without the void ones, or unless the court finds that the valid sections standing alone are incomplete and are incapable of being executed in accordance with the legislative intent.

SECTION 30.

REPEAL OF PREVIOUS ORDINANCES

Ordinance 69189 and 69617 and all other ordinances or amendments, or parts thereof conflicting with the provisions of this ordinance are hereby repealed.

SECTION 31.

EMERGENCY CLAUSE

This ordinance being deemed necessary for the immediate preservation of the public peace, health and safety is declared to be an emergency ordinance pursuant to Article IV, Section 19 and 20 of the City Charter.

INDEX TO COMPENSATION ORDINANCE

This index is for general reference purposes and may not reference all provisions of this ordinance. For complete scope refer to specific provisions of this ordinance.

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St. Louis City Ordinance 70019

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Summary**Board Bill Number 240****Primary Sponsor: Alderwoman Carol Howard****February 21, 2020**

This Board Bill regulates the employer and employee working relationships between the City of St. Louis and all employees under the Medical Examiner's Office, including a compensation plan, terms and conditions of employment, benefits, leaves of absence, and authorization for a Deferred Compensation Plan; repealing Ordinance 70019; allocating certain other employees to a grade with rate; and including an emergency clause. The provisions of the sections contained in this ordinance shall be effective with the start of the first pay period following approval by the Mayor.

ORDINANCE 71746
BOARD BILL NUMBER 109
FISCAL NOTE

Preparer's Name Tara Rick, Executive Director of Operations

Phone Number or Email Address (will be available publicly) truca-rickt@stlouis-mo.gov

Bill Sponsor Alderwoman Cara Spencer

Bill Synopsis:	A compensation ordinance for all employees in the Office of the Medical Examiner.
Type of Impact:	Governs all wages and benefits for Medical Examiner employees and allows for raises included in the most recently adopted City Annual Operating Plan and Budget ordinance.
Agencies Affected:	Office of the Medical Examiner

SECTION A
Does this bill authorize:

- An expansion of services which entails additional costs beyond that approved in the current adopted city budget? ___Yes ___☒No
- An undertaking of a new service for which no funding is provided in the current adopted city budget? ___Yes ___☒No
- A commitment of city funding in the future under certain specified conditions? ___Yes ___☒No
- An issuance of bonds, notes and lease-purchase agreements which may require additional funding beyond that approved in the current adopted city budget? ___Yes ___☒No
- An execution or initiation of an activity as a result of federal or state mandates or requirements? ___Yes ___☒No
- A capital improvement project that increases operating costs over the current adopted city budget? ___Yes ___☒No
- A capital improvement project that requires funding not approved in the current adopted city budget or that will require funding in future years? ___Yes ___☒No

If the answer is yes to any of the above questions, then a fiscal note must be attached to the board bill. Complete Section B of the form below.

SECTION B

- Does the bill require the construction of any new physical facilities? ____Yes ____No

- If yes, describe the facilities and provide the estimated cost:

- ---

- Is the bill estimated to have a direct fiscal impact on any city department or office?
____Yes ____No

- If yes, explain the impact and the estimated cost:

- ---

- Does the bill create a program or administrative subdivision? ____Yes
____No

- If yes, then is there a similar existing program or administrative subdivision?

- ____Yes ____No

- If yes, explain the how the proposed programs or administrative subdivisions may overlap:

- ---

- Describe the annual operating, equipment, and maintenance costs that would result from the proposed bill, as well as any funding sources:

- ---

Complete the chart below to list the total estimated expenditures required of the City resulting from the proposed board bill and any estimated savings or additional revenue.

Financial Estimate of Impact on General Fund			
Fiscal Impact	<u>Year 1 (current)</u>	<u>Year 2</u>	<u>Year 3</u>
Additional Expenditures	NA	NA	NA
Additional Revenue	NA	NA	NA
Net	NA	NA	NA
Financial Estimate of Impact on Special Funds			
Fiscal Impact	<u>Year 1 (current)</u>	<u>Year 2</u>	<u>Year 3</u>
Additional Expenditures	NA	NA	NA
Additional Revenue	NA	NA	NA
Net	NA	NA	NA

- Describe any assumptions used in preparing this fiscal note:

- List any sources of information (including any City officials, agencies, or departments) used in preparing this fiscal note:

- Have the financial estimates of this bill been verified by the City Budget Division?

☐ Yes ☐ No

 - If yes, by whom? _____

ORDINANCE NUMBER 71970
BOARD BILL NUBER 180
FISCAL NOTE

Preparer's Name: Ryan Coleman

Phone Number or Email Address (will be available publicly): colemanr@stlouis-mo.gov

Bill Sponsor: Alderwoman Pamela Boyd

Bill Synopsis:	A compensation ordinance for all employees in the Office of the Medical Examiner.
Type of Impact:	Governs all wages and benefits for Medical Examiner employees. Provides for a 3% salary raise that will take effect in the current fiscal year.
Agencies Affected:	Office of the Medical Examiner

SECTION A
Does this bill authorize:

- An expansion of services which entails additional costs beyond that approved in the current adopted city budget? ___Yes ___XNo
- An undertaking of a new service for which no funding is provided in the current adopted city budget? ___Yes ___XNo
- A commitment of city funding in the future under certain specified conditions? ___X___Yes ___No
- An issuance of bonds, notes and lease-purchase agreements which may require additional funding beyond that approved in the current adopted city budget? ___Yes ___XNo
- An execution or initiation of an activity as a result of federal or state mandates or requirements? ___Yes X___No
- A capital improvement project that increases operating costs over the current adopted city budget? ___Yes X___No

- A capital improvement project that requires funding not approved in the current adopted city budget or that will require funding in future years? ☐ Yes ☒ No

If the answer is yes to any of the above questions, then a fiscal note must be attached to the board bill. Complete Section B of the form below.

SECTION B

- Does the bill require the construction of any new physical facilities? ☐ Yes ☒ No

- If yes, describe the facilities and provide the estimated cost:

- Is the bill estimated to have a direct fiscal impact on any city department or office? ☒ Yes ☐ No

- If yes, explain the impact and the estimated cost:

The proposal raises salaries 3%, which also increases benefit costs as shown in the attachment.

- Does the bill create a program or administrative subdivision? ☐ Yes ☒ No

- If yes, then is there a similar existing program or administrative subdivision?

☐ Yes ☐ No

- If yes, explain the how the proposed programs or administrative subdivisions may overlap:

- Describe the annual operating, equipment, and maintenance costs that would result from the proposed bill, as well as any funding sources:

Please see attachment / page 4.

Complete the chart below to list the total estimated expenditures required of the City resulting from the proposed board bill and any estimated savings or additional revenue.

Financial Estimate of Impact on General Fund			
Fiscal Impact	<u>Year 1 (current)</u>	<u>Year 2</u>	<u>Year 3</u>
Additional Expenditures	\$10,964	\$285,077	\$285,077
Additional Revenue	\$0	\$0	\$0
Net	\$10,964	\$285,077	\$285,077
Financial Estimate of Impact on Special Funds			
Fiscal Impact	<u>Year 1 (current)</u>	<u>Year 2</u>	<u>Year 3</u>
Additional Expenditures	NA	NA	NA
Additional Revenue	NA	NA	NA
Net	NA	NA	NA

- Describe any assumptions used in preparing this fiscal note:

See attached.

- List any sources of information (including any City officials, agencies, or departments) used in preparing this fiscal note:

See attached.

- Have the financial estimates of this bill been verified by the City Budget Division?

____ Yes X No

○ If yes, by whom? _____ .

Current Salaries - Bi-Weekly (per pay period):	\$35,415
3% Salary Increase (per pay period)	\$1,062
Benefits (approx. 29% of salaries, per pay period)	\$308
Total Salary / Benefit Increase (per pay period)	\$1,371
FY25 Remaining Pay Periods (as of 2/23/25)	8
Total Potential FY2025 Impact	\$10,964
Total Potential FY2026 Impact	\$285,077
Total Potential FY2027 Impact	\$285,077

Summary
Board Bill Number 26
As Amended
Introduced by Alderman Rasheen Aldridge
May 21, 2026

The Board Bill repeals **Ordinance Number 71965** relating to the position, classifications and salaries of the Treasurer's Office employees and enacting in lieu thereof a new ordinance dealing with the same subject matter and containing an emergency clause. The provisions of the sections contained in this ordinance shall be effective with the start of the first pay period following approval of the Mayor.

**BOARD BILL NUMBER 26 AS AMENDED INTRODUCED BY ALDERMAN
RASHEEN ALDRIDGE**

An ordinance relating to the position classifications and salaries of the employees in the Treasurer's Office; repealing **Ordinance Number 71965** and enacting in lieu thereof certain new sections relating to the same subject matter and containing an emergency clause. The provisions of the sections contained in this ordinance shall be effective with the start of the first pay period following approval of the Mayor.

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

SECTION ONE.

Ordinance Number 71965 is hereby repealed, and a new ordinance is hereby enacted in lieu thereof to read as follows:

SECTION TWO. Position Classes

The following positions of the Treasurer's Office whose duties shall be those indicated by their respective titles, are hereby allocated as listed below and adopted as the classification of the Treasurer's Office:

Class Title	Grade
Assistant Treasurer	21M
Director of Office of Financial Empowerment	18M
Accounting Manager	17M
Executive Assistant	16M
Program Manager II	15M
Program Manager I	15G
Financial Empowerment Coordinator	14G

1	Accountant II	14G
2	Financial Empowerment Specialist	13G
3	Financial Wellbeing Coach	13G
4	Accountant I	13G
5	Courier	13G
6	Treasury Clerk II	12G
7	Cashier	12G
8	Treasury Clerk I	11G
9	Administrative Assistant	8G

10 **SECTION THREE.** Pay Schedule

11 The following bi-weekly pay schedule for all grades denoted with the suffix “G” or
12 “M” shall become effective beginning with the bi-weekly pay period starting the effective date of
13 this ordinance.

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

15	GRADE	MINIMUM	MAXIMUM
16	7	1360	1709
17	8	1600	2379
18	9	1648	3049
19	10	1697	3394
20	11	1748	3605
21	12	1801	3780
22	13	1855	3897

1	14	1910	4461
2	15	1968	4919
3	16	2131	5355
4	17	2445	6089
5	18	2805	6891
6	19	3221	7271
7	20	3699	7692
8	21	3810	7692
9	22	4306	7692
10	23	4647	7692

11 **SECTION FOUR. Starting Salary**

12 The minimum rate of pay for a position shall be paid upon original appointment to the
13 class, unless the Treasurer (hereinafter referred to as the “Appointing Authority”) finds that it is
14 impractical to recruit employees with adequate qualifications at the minimum rate.

15 If an advanced starting salary is necessary, the Appointing Authority may establish a
16 recruitment rate for a single position or all positions in a class and authorize employment at a
17 figure above the minimum but within the regular range of salary established for the class.

18 **SECTION FIVE. Promotion, Demotion, Transfer, Reallocation**

19 An employee who is promoted, demoted, transferred, or whose position is reallocated or
20 reassigned after the effective date of this ordinance, shall have his or her rate of pay for the new
21 position determined as follows:

1 (a) Promotion: This shall be defined as a change of an employee from a position of one
2 class to a position of another class with a higher pay grade.

3 (1) When an employee is promoted to a position in the General and Management
4 Schedule, the employee's salary shall be set at a rate deemed appropriate by the Appointing
5 Authority. Such salary determination shall take into consideration the nature and magnitude of
6 the accretion of duties and responsibilities resulting from the promotion. However, no employee
7 shall be paid less than the minimum rate nor more than the maximum rate for the new class of
8 position.

9 (b) Demotion: This shall be defined as a change of an employee from a position of one
10 class to a position of another class which has a lower pay grade.

11 (1) If an employee is demoted for disciplinary reasons his or her rate of pay shall be
12 established at a rate within the range for the new position to be determined by the Appointing
13 Authority.

14 (c) Transfer: The salary rate of an employee who transfers to a different position in the
15 same class, or from a position in one class to a position in another class in the same pay grade,
16 shall remain unchanged, provided that no employee shall be paid less than the minimum rate nor
17 more than the maximum rate for the new class of position, except as otherwise provided in this
18 ordinance.

19 (d) Reallocation:

20 (1) The salary of an employee which is in excess of the maximum of the range prescribed
21 by this ordinance for the class and grade to which his or her position has been allocated or may
22 be reallocated shall not be reduced by reason of the new salary range and grade. The salary of

1 such employee shall not be increased so long as he or she remains in the class of position, except
2 as otherwise provided by this ordinance.

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

6 (3) The salary of an employee whose position is allocated to a class in a higher pay grade
7 shall be determined in accordance with the provisions of this Section 5(a)(1) relating to salary
8 advancement on promotion.

9 **SECTION SIX.**

10 Salary adjustments for all employees shall be based on considerations of merit, equity, or
11 success in fulfilling predetermined performance factors as established by the Appointing
12 Authority.

13 (a) Based upon the service rating of an employee together with the standard of
14 performances established by the Appointing Authority, the Appointing Authority shall determine
15 eligibility for up to a two percent (2%) increase or at the discretion of the Appointing Authority
16 up to a ten percent (10%) increase for exceptional performance of duties.

17 (b) Effective upon approval of the Mayor, all full-time employees whose bi-weekly range
18 is within the range of pay or above the maximum of the range of pay may have their bi-weekly
19 rate increased by three percent (3%) effective with the start of the first pay period which includes
20 the effective date of this ordinance. All full-time employees employed on May 31, 2026, may
21 receive a one-time, lump-sum payment of \$1,000.00 paid on June 5, 2026 or as soon as possible
22 upon passage of this bill.

(c) All full-time employees who meet the eligibility requirements pursuant to FMLA will be entitled to six (6) weeks of paid leave.

(d) The compensation of the Appointing Authority may be annually increased by an amount equal to the annual salary adjustment for employees of the City of St. Louis as approved by the Board of Alderman as provided in Section 82.520 of the Missouri Revised Statutes.

SECTION SEVEN. Income Sources

Any salary paid to an employee in the Treasurer's Office shall represent the total remuneration for the employee, excepting reimbursements for official travel and other payments and specifically authorized by ordinance. No employee shall receive remuneration from the Treasurer's Office in addition to the salary authorized in this ordinance for services rendered by the employee in the discharge of the employee's ordinary duties, of additional duties which may be imposed upon the employee, or of duties which the employee may undertake or volunteer to perform.

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

SECTION EIGHT. Conversion

(a) All pay schedules established in **Ordinance Number 71965** shall continue in effect until the beginning of the bi-weekly pay period effective upon passage of this ordinance.

1 (b) The Appointing Authority shall establish such procedures as needed to place this
2 ordinance into effect and interpret its provision.

3 **SECTION NINE.**

4 Whenever the Appointing Authority finds it necessary to add a new class or reallocate the
5 grade of a class of position in the classification plan, the Appointing Authority shall allocate or
6 reallocate the class to an appropriate grade in this ordinance and notify the Board of Aldermen of
7 this action.

8 **SECTION TEN.**

9 The passage of this ordinance being deemed necessary for the immediate preservation of
10 the public peace, health, and safety, it is hereby declared to be an emergency measure and the
11 same shall take effect and be in force immediately upon its approval by the Mayor.

**FISCAL NOTE
BOARD BILL NUMBER 26
AS AMENDED**

Preparer's Name Cheryl Campbell

Phone Number or Email Address (will be available publicly) campbellch@stlouis-mo.gov

Bill Sponsor Alderman Rasheen Aldridge

Bill Synopsis:	<i>The Board Bill repeals Ordinance Number 71965 relating to position classifications and salaries of employees in the Treasurer's Office and enacts new provisions relating to the same subject matter, including updated position classifications and pay schedules; merit-based salary adjustments of up to 2%; discretionary exceptional performance increases of up to 10%; a 3% salary increase for eligible full-time employees; a one-time \$1,000 lump-sum payment for eligible full-time employees; six weeks of paid leave for eligible employees meeting FMLA requirements; and compensation adjustments tied to annual City employee salary increases for the Appointing Authority.</i>
Type of Impact:	<i>Indeterminate (Compensation and Employee Benefit Provisions)</i>
Agencies Affected:	<i>Treasurer's Office</i>

SECTION A

Does this bill authorize:

- An expansion of services which entails additional costs beyond that approved in the current adopted city budget? ___Yes ___XNo
- An undertaking of a new service for which no funding is provided in the current adopted city budget? ___Yes ___XNo
- A commitment of city funding in the future under certain specified conditions? ___X___Yes ___No
- An issuance of bonds, notes and lease-purchase agreements which may require additional funding beyond that approved in the current adopted city budget? ___Yes ___XNo

- An execution or initiation of an activity as a result of federal or state mandates or requirements? _____ Yes _____ X No
- A capital improvement project that increases operating costs over the current adopted city budget? _____ Yes _____ X No
- A capital improvement project that requires funding not approved in the current adopted city budget or that will require funding in future years? _____ Yes _____ X No

If the answer is yes to any of the above questions, then a fiscal note must be attached to the board bill. Complete Section B of the form below.

SECTION B

- Does the bill require the construction of any new physical facilities? _____ Yes _____ X No
 - If yes, describe the facilities and provide the estimated cost:

- Is the bill estimated to have a direct fiscal impact on any city department or office? _____ X Yes _____ No
 - If yes, explain the impact and the estimated cost:

The bill is expected to increase personnel-related costs within the Treasurer's Office through compensation and employee benefit provisions expressly included in the Board Bill, including merit-based salary adjustments of up to 2%, discretionary exceptional performance increases of up to 10%, a 3% increase for eligible full-time employees, a one-time \$1,000 lump-sum payment for eligible full-time employees, six weeks of paid leave for eligible employees meeting FMLA requirements, and compensation adjustments tied to annual City employee salary increases for the Appointing Authority. However, sufficient supporting detail was not provided to confirm the compensation baseline used for calculation, employee eligibility assumptions, or potential implementation costs associated with these provisions; therefore, total fiscal impact cannot be determined from the Board Bill language and available supporting documentation.

- Does the bill create a program or administrative subdivision? _____ Yes _____ X No
 - If yes, then is there a similar existing program or administrative subdivision? _____ Yes _____ No
 - If yes, explain the how the proposed programs or administrative subdivisions may overlap:

- Describe the annual operating, equipment, and maintenance costs that would result from the proposed bill, as well as any funding sources:

The bill results in increased annual operating costs associated with compensation and employee benefit provisions within the Treasurer's Office, including merit-based salary adjustments of up to 2%, discretionary exceptional performance increases of up to 10%, a 3% increase for eligible full-time employees, a one-time \$1,000 lump-sum payment for eligible full-time employees, paid leave benefits for eligible employees, and compensation adjustments tied to annual City employee salary increases for the Appointing Authority. No equipment or maintenance costs are identified in the Board Bill language. Sufficient supporting documentation was not provided to reliably quantify the fiscal impact of these provisions; therefore, total fiscal impact cannot be determined. Funding would be dependent on departmental appropriations.

Complete the chart below to list the total estimated expenditures required of the City resulting from the proposed board bill and any estimated savings or additional revenue.

Financial Estimate of Impact on General Fund			
Fiscal Impact	<u>Year 1 (current)</u>	<u>Year 2</u>	<u>Year 3</u>
Additional Expenditures	<i>Indeterminate</i>	<i>Indeterminate</i>	<i>Indeterminate</i>
Additional Revenue	<i>\$0</i>	<i>\$0</i>	<i>\$0</i>
Net	<i>Indeterminate</i>	<i>Indeterminate</i>	<i>Indeterminate</i>
Financial Estimate of Impact on Special Funds			
Fiscal Impact	<u>Year 1 (current)</u>	<u>Year 2</u>	<u>Year 3</u>
Additional Expenditures	<i>Indeterminate</i>	<i>Indeterminate</i>	<i>Indeterminate</i>
Additional Revenue	<i>\$0</i>	<i>\$0</i>	<i>\$0</i>
Net	<i>Indeterminate</i>	<i>Indeterminate</i>	<i>Indeterminate</i>

- Describe any assumptions used in preparing this fiscal note:

This fiscal note is based on review of the Board Bill language and supporting documentation provided. While supporting materials were submitted, sufficient detail was not available to confirm the compensation baseline used for calculation, employee eligibility assumptions related to the proposed compensation provisions, or quantify potential implementation costs associated with the paid leave provision; therefore, fiscal impact is presented as indeterminate.

- List any sources of information (including any City officials, agencies, or departments) used in preparing this fiscal note:

Board Bill language; Treasurer's Office supporting employee spreadsheet; Treasurer's Office summary documentation.

- Have the financial estimates of this bill been verified by the City Budget Division? ☐ Yes ☒ No

○ If yes, by whom? _____ .

Summary
Board Bill Number 31
Introduced by Shameem Clark Hubbard
May 29, 2026

An ordinance making appropriation for payment of the operating expenses, capital expenses, including lease purchase agreements and debt service expenses of the Parking Division of the Treasurer's Office for fiscal year July 1, 2026 through June 30, 2027, in the sum of **Twenty-One Million, Thirty-Seven Thousand, Nine Hundred Sixty-Six Dollars (\$21,037,966)** including **One Million, Four Hundred Seventy-Five Thousand, Seven Hundred Sixty-Eight Dollars (\$1,475,768)** for Capital Improvements; containing an emergency clause.

BOARD BILL NUMBER 31 INTRODUCED BY ALDERWOMAN SHAMEEM CLARK HUBBARD
COSPONSOR: ALDERMAN RASHEEN ALDRIDGE

1 An ordinance making appropriation for payment of the operating expenses, capital expenses,
2 including lease purchase agreements and debt service expenses of the Parking Division of the
3 Treasurer's Office for fiscal year July 1, 2026 through June 30, 2027, in the sum of **Twenty-One**
4 **Million, Thirty-Seven Thousand, Nine Hundred Sixty-Six Dollars (\$21,037,966)** including
5 **One Million, Four Hundred Seventy-Five Thousand, Seven Hundred Sixty-Eight Dollars**
6 **(\$1,475,768)** for Capital Improvements; containing an emergency clause.

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

8 **SECTION ONE.** There is hereby appropriated, from the anticipated revenue of the
9 Parking Fund *(hereinafter detailed on Exhibit 1 R)*, the **Sum of Twelve Million, Nine**
10 **Hundred Seven Thousand, Four Hundred Eighty-Four Dollars (\$12,907,484)** for payment
11 during the fiscal period beginning July 1, 2026 and extending through June 30, 2027 of operating
12 expenses, capital expenses, lease/purchase agreements for Parking Division assets, including
13 parking systems and equipment and other required expenses of the Parking Division of the
14 Treasurer's Office, funding **Six Hundred Thirty-Four Thousand, Two Hundred Eighty-One**
15 **Dollars (\$634,281)** for the Office of Financial Empowerment as a non-operating expense
16 hereinafter detailed on **Exhibit 1**.

17 **SECTION TWO.** Pursuant to Ordinance 62674, dated July 7, 1992, there is hereby
18 appropriated from revenues available to the Kiel Center & City Hall Parking Facilities
19 *(hereinafter detailed on Exhibit 2 R & 2R-A)* the sum of **Three Million, Two Hundred Five**
20 **Thousand, Two Hundred Eighty-Three Dollars (\$3,205,283)** for the operations and

1 maintenance of the Kiel Center and City Hall Parking Facilities, including the sum of **Two**
2 **Million, One Hundred Four Thousand, Five Hundred Eighty-Four Dollars (\$2,104,584)** for
3 debt service as hereinafter detailed on **Exhibit 2 & 2A** .

4 **SECTION THREE.** There is hereby appropriated from revenues available to the
5 Information Technologies Office (hereinafter detailed on Exhibit 3R) the sum of **Six Hundred**
6 **Eighteen Thousand, Three Hundred Seventy-Four Dollars (\$618,374)** for the operations and
7 maintenance of Information Technology as hereinafter detailed on **Exhibit 3**.

8 **SECTION FOUR.** Pursuant to Ordinance 64539 dated January 4, 1999, there is hereby
9 appropriated from revenues available to the Argyle Parking Facility (hereinafter detailed on
10 **Exhibit 4 R**) the sum of **Seven Hundred Twelve Thousand, Three Hundred Ninety-Six**
11 **Dollars (\$712,396)** for the operations and maintenance of the Argyle Parking Facility, including
12 the sum of **One Hundred Forty-Four Thousand, One Hundred Seventy-Eight Dollars**
13 **(\$144,178)** for debt service as hereinafter detailed on **Exhibit 4**.

14 **SECTION FIVE.** There is hereby appropriated from revenues available to the Chouteau
15 Building & Parking Facility (hereinafter detailed on Exhibit 5 R) the sum of **Two Hundred**
16 **Ninety-Six Thousand, Two Hundred Three Dollars (\$296,203)** for the operations and
17 maintenance of the Chouteau Building as hereinafter detailed on **Exhibit 5**.

18 **SECTION SIX.** There is hereby appropriated from revenues available to The Williams
19 Paper Parking Facility as (hereinafter detailed on Exhibit 6 R) the sum of **Two Hundred**
20 **Eighty-Two Thousand, Six Hundred Forty-Two Dollars (\$282,642)** for the operations and
21 maintenance of The Williams Paper Parking Facility including **Two Hundred Fifty-Three**
22 **Thousand, Two Hundred Sixty-Nine Dollars (\$253,269)** for debt service as hereinafter
23 detailed in **Exhibit 6**.

1 **SECTION SEVEN.** Pursuant to ordinance 65403 dated January 25, 2002, there is
2 hereby appropriated from revenues available to the Central Downtown Parking Facility
3 **(hereinafter detailed on Exhibit 7 R)** the sum of **One Million, Three Hundred Sixty-One**
4 **Thousand, Four Hundred Sixty-Eight Dollars (\$1,361,468)** for the operations and
5 maintenance of the Central Downtown Parking Facility including the sum of **Six Hundred**
6 **Ninety-Three Thousand, Eight Hundred Eighty-Two Dollars (\$693,882)** for debt service as
7 hereinafter detailed on **Exhibit 7.**

8 **SECTION EIGHT.** Pursuant to Ordinance 67255 dated October 17, 2006, there is
9 hereby appropriated from revenues available to the Buckingham Parking Facility **(hereinafter**
10 **detailed on Exhibit 8 R)** the sum of **Two Hundred Seventy-Three Thousand, Five Hundred**
11 **Eighty-Five Dollars (\$273,585)** for the operations and maintenance of the Buckingham Parking
12 Facility including the sum of **One Hundred Seventy-Three Thousand, Seven Hundred Fifty**
13 **Dollars (\$173,750)** for debt service as hereinafter detailed on **Exhibit 8.**

14 **SECTION NINE.** There is hereby appropriated from revenues available to the Cupples
15 Parking Facility **(hereinafter detailed on Exhibit 9 R)** the sum of **Three Hundred Ninety-**
16 **Three Thousand, One Hundred Thirty-Seven Dollars (\$393,137)** for the operations and
17 maintenance of the Cupples Parking Facility as hereinafter detailed in **Exhibit 9.**

18 **SECTION TEN.** There is hereby appropriated from revenues available to The Justice
19 Center Parking Facility **(hereinafter detailed on Exhibit 10 R)** the sum of **Nine Hundred**
20 **Eighty-Seven Thousand, Three Hundred Ninety-Three Dollars (\$987,393)** for the operations
21 and maintenance of the Justice Center Parking Facility including the sum of **Six Hundred**
22 **Sixteen Thousand, One Hundred Eighty-Six Dollars (\$616,186)** for debt service as hereinafter
23 detailed in **Exhibit 10.**

1 **SECTION ELEVEN.** By this ordinance, the Comptroller is directed to cause to be made
2 any appropriation transfer within or between or among departments or divisions or funds if such
3 transfers are not more than \$250,000 per occurrence and if they are approved by the Parking
4 Supervisor.

5 **SECTION TWELVE.** The passage of this Ordinance being deemed necessary for the
6 immediate preservation of the public peace, health and safety, it is hereby declared to be an
7 emergency Ordinance as provided for by Article IV, Section 20 of the Charter of the City of
8 St. Louis and shall be effective immediately upon approval by the Mayor.

FISCAL NOTE

BOARD BILL NUMBER 31

Preparer's Name Cheryl Campbell

Phone Number or Email Address (will be available publicly) campbellch@stlouis-mo.gov

Bill Sponsor Alderwoman Shameem Clark Hubbard

Bill Synopsis:	<i>An ordinance appropriating \$21,037,966 from the Parking Fund and related parking facility revenues for Fiscal Year 2027 operating expenses, capital expenses, lease-purchase agreements, debt service obligations, information technology operations, Office of Financial Empowerment support, and maintenance and operations of various parking facilities administered through the Treasurer's Office Parking Division.</i>
Type of Impact:	<i>Special Funds (Appropriation; Capital Improvements; Debt Service; Lease-Purchase Obligations)</i>
Agencies Affected:	<i>Treasurer's Office – Parking Division; Comptroller's Office; Office of Financial Empowerment; Information Technology Services Agency (ITSA).</i>

SECTION A

Does this bill authorize:

- An expansion of services which entails additional costs beyond that approved in the current adopted city budget? ___ Yes ___ X No
- An undertaking of a new service for which no funding is provided in the current adopted city budget? ___ Yes ___ X No
- A commitment of city funding in the future under certain specified conditions? ___ X ___ Yes ___ No
- An issuance of bonds, notes and lease-purchase agreements which may require additional funding beyond that approved in the current adopted city budget? ___ X ___ Yes ___ No

- An execution or initiation of an activity as a result of federal or state mandates or requirements?
_____Yes _____X>No
- A capital improvement project that increases operating costs over the current adopted city budget?
_____X_____Yes _____No
- A capital improvement project that requires funding not approved in the current adopted city budget or that will require funding in future years?
_____X_____Yes _____No

If the answer is yes to any of the above questions, then a fiscal note must be attached to the board bill. Complete Section B of the form below.

SECTION B

- Does the bill require the construction of any new physical facilities? _____Yes _____X>No

- If yes, describe the facilities and provide the estimated cost:

- Is the bill estimated to have a direct fiscal impact on any city department or office?

_____X_____Yes _____No

- If yes, explain the impact and the estimated cost:

The bill appropriates \$21,037,966 from Parking Division-related special revenue sources for Fiscal Year 2027 operating expenses, capital expenses, lease-purchase agreements, debt service obligations, information technology operations, Office of Financial Empowerment support, and maintenance and operations of parking facilities administered through the Treasurer's Office Parking Division.

- Does the bill create a program or administrative subdivision? _____Yes _____X>No

- If yes, then is there a similar existing program or administrative subdivision?

_____Yes _____No

- If yes, explain the how the proposed programs or administrative subdivisions may overlap:

- Describe the annual operating, equipment, and maintenance costs that would result from the proposed bill, as well as any funding sources:

The bill appropriates funding for annual operating expenses, maintenance, debt service obligations, lease-purchase agreements, information technology support, parking facility operations, and capital improvement expenditures associated with the Parking Division and related parking facilities. Funding sources consist primarily of anticipated revenues within the Parking Fund and other parking facility-related special revenue funds identified in the Board Bill language.

Complete the chart below to list the total estimated expenditures required of the City resulting from the proposed board bill and any estimated savings or additional revenue.

Financial Estimate of Impact on General Fund			
Fiscal Impact	<u>Year 1 (current)</u>	<u>Year 2</u>	<u>Year 3</u>
Additional Expenditures	\$0	\$0	\$0
Additional Revenue	\$0	\$0	\$0
Net	\$0	\$0	\$0
Financial Estimate of Impact on Special Funds			
Fiscal Impact	<u>Year 1 (current)</u>	<u>Year 2</u>	<u>Year 3</u>
Additional Expenditures	\$21,037,966	Indeterminate	Indeterminate
Additional Revenue	\$21,037,966	Indeterminate	Indeterminate
Net	\$0	Indeterminate	Indeterminate

- Describe any assumptions used in preparing this fiscal note:

This fiscal note was prepared based on review of the language contained within the Board Bill. The ordinance appropriates anticipated special fund revenues for Fiscal Year 2027 Parking Division operations, debt service, capital improvements, and related expenditures. Future year revenues, expenditures, and operating impacts cannot be determined from the Board Bill language.

- List any sources of information (including any City officials, agencies, or departments) used in preparing this fiscal note:

Board Bill 31 appropriation language; Parking Division funding allocations and appropriations contained within the Board Bill.

- Have the financial estimates of this bill been verified by the City Budget Division?
_____Yes ___X___No
 - If yes, by whom? _____ .

Summary
Board Bill Number 18
Introduced by Alderman Matthew Devoti
May 8, 2026

An ordinance authorizing the honorary street name Sister Felicetta Cola Avenue pursuant to Ordinance Number 68604, which shall begin at the intersection of Wilson Avenue and Macklind Avenue and run East on Wilson Avenue to the intersection of Wilson Avenue and Edwards Street.

**BOARD BILL NUMBER 18 INTRODUCED BY ALDERMAN MATT DEVOTI
COSPONSOR: ALDERMAN MICHAEL BROWNING**

An Ordinance authorizing the honorary street name Sister Felicetta Cola Avenue pursuant to
Ordinance Number 68604, which shall begin at the intersection of Wilson Avenue and
Macklind Avenue and run East on Wilson Avenue to the intersection of Wilson Avenue and
Edwards Street.

WHEREAS, Sister Felicetta Cola’s leadership at Sacred Heart Villa was defined by a lifetime of
devoted, hands-on service to young children and their families; and

WHEREAS, over more than six decades in ministry, she worked directly in the classroom,
helping to build and shape the school’s early childhood program during its formative years; and

WHEREAS, her approach was deeply personal—she was not a distant administrator, but an
everyday presence who taught, nurtured, and helped form generations of children within a
Catholic environment; and

WHEREAS, her approach was also remarkably stable, marked by decades of continuous
presence and commitment; and

WHEREAS, she became a beloved figure, within The Hill community, remembered for her
warmth, consistency, and genuine care for each child and family she encountered; and

WHEREAS, above all, her work reflected the mission of the Apostles of the Sacred Heart of
Jesus, emphasizing education, care, and the formation of the whole child;

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

1 **SECTION ONE.** The honorary street name Sister Felicetta Cola Avenue shall begin at the
2 intersection of Wilson Avenue and Macklind Avenue and run East on Wilson Avenue to the
3 intersection of Wilson Avenue and Edwards Street.

4 **SECTION TWO.** Pursuant to **Ordinance Number 68937**, at least sixty percent of all registered
5 voters and / or persons owning a business on between the intersections of Wilson and Macklind
6 and Wilson and Edwards have signed a petition in support of this honorary street name.

7 **SECTION THREE.** Upon receipt of payment for manufacturing and installing the honorary
8 street signs, the Director of Streets shall install the honorary street signs, “Sister Felicetta Cola
9 Avenue” at the intersections of Wilson Avenue and Macklind Avenue.

Summary**Board Bill Number 23****Introduced by Alderman Matt Devoti****May 15, 2026**

Pursuant to Ordinance Number 70333 as amended by Ordinance Number 71394, an ordinance directing the Director of Streets to install speed humps to calm the flow of traffic on various blocks in the 5th ward.

BOARD BILL NUMBER 23 INTRODUCED BY ALDERMAN MATT DEVOTI

Pursuant to **Ordinance Number 70333** as amended by **Ordinance Number 71394**, an ordinance directing the Director of Streets to install speed humps to calm the flow of traffic on various blocks in the 5th ward.

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

SECTION ONE. Pursuant to **Ordinance Number 70333** as amended by **Ordinance Number 71394** the Director of Streets is hereby directed to install speed humps to calm the flow of traffic on various blocks in the 5th ward as follows:

1. Speed Humps shall be installed on the 2200 Block of Cuggiono Court.
2. Speed Humps shall be installed on the 5000 Block of Cuggiono Place.
3. Speed Humps shall be installed on the 5500 and 5600 Block of Botanical Avenue.

BOARD BILL NUMBER 23

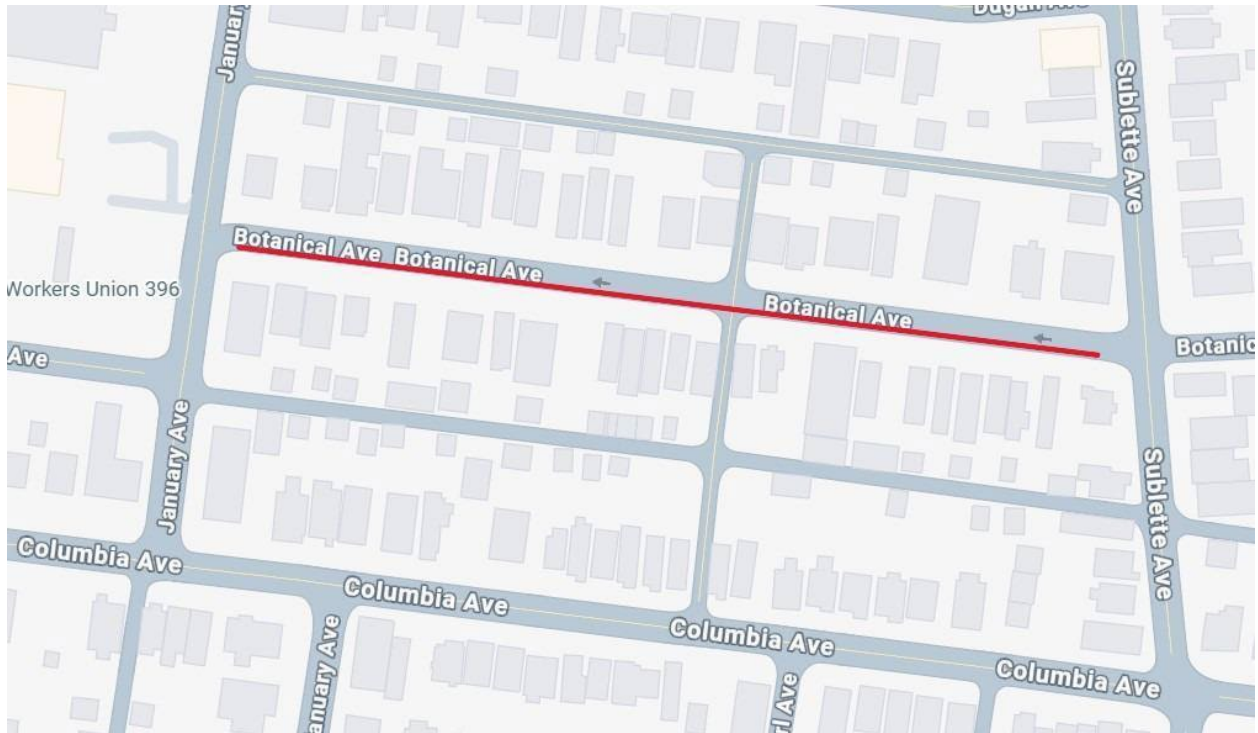
MAP

5000 Cuggiono Place and 2200 Cuggiono Court



Board Bill 23

Map: 5500 & 5600 Botanical Avenue, between Sublette Avenue and January Avenue



Summary
Board Bill Number 37
As Amended in Committee
Introduced by Alderman Rasheen Aldridge Jr.
June 5, 2026

An Ordinance pertaining to compensation for employees of the Board of Aldermen and authorizing a one-time supplemental payment. The provisions of this ordinance shall be effective upon approval by the Mayor.

**BOARD BILL NUMBER 37 AS AMENDED IN COMMITTEE INTRODUCED BY
ALDERMAN RASHEEN ALDRIDGE
CO-SPONSORS: PRESIDENT MEGAN E. GREEN/ALDERMAN MATT DEVOTI/
ALDERWOMAN PAMELA BOYD/ALDERMAN SHANE COHN**

1 An Ordinance pertaining to compensation for employees of the Board of Aldermen and authorizing
2 a one-time supplemental payment. The provisions of this ordinance shall be effective upon
3 approval by the Mayor.

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

5 **SECTION 1.** All full-time employees employed by the Board of Aldermen as of May 31, 2026,
6 shall receive a one-time lump-sum payment of one thousand dollars (\$1,000.00), which shall be
7 paid by separate payroll check on or before June 30, 2026.

8 **SECTION 2.** This ordinance being deemed necessary for the immediate preservation of the public
9 peace, health and safety is declared to be an emergency ordinance pursuant to Article IV, Sections
10 19 and 20 of the City Charter.

BOARD BILL 37AAIC

FISCAL NOTE

Preparer's Name: Christine Ingrassia, Deputy Chief of Staff for President Megan Green

Email Address: ingrassiac@stlouis-mo.gov

Bill Sponsor: Alderman Rasheen Aldridge

Bill Synopsis:	A board bill pertaining to compensation for employees of the Board of Aldermen and authorizing a one-time supplemental payment of one-thousand (\$1,000.00) dollars.
Type of Impact:	This is a one-time, non-recurring expense. The fiscal impact is strictly limited to the Board of Aldermen's Fiscal Year 2026 budget, utilizing existing funds currently available in accounts 510100 (Salaries Regular Employees) and 512000 (FICA). This payment carries zero impact for future fiscal years.
Agencies Affected:	The Board of Aldermen

SECTION A

Does this bill authorize:

- An expansion of services which entails additional costs beyond that approved in the current adopted city budget? ☐ Yes ☒ No
- An undertaking of a new service for which no funding is provided in the current adopted city budget? ☐ Yes ☒ No
- A commitment of city funding in the future under certain specified conditions? ☐ Yes ☒ No
- An issuance of bonds, notes and lease-purchase agreements which may require additional funding beyond that approved in the current adopted city budget? ☐ Yes ☒ No
- An execution or initiation of an activity as a result of federal or state mandates or requirements? ☐ Yes ☒ No
- A capital improvement project that increases operating costs over the current adopted city budget? ☐ Yes ☒ No

(01/2017)

- A capital improvement project that requires funding not approved in the current adopted city budget or that will require funding in future years? _____ Yes X No

If the answer is yes to any of the above questions, then a fiscal note must be attached to the board bill. Complete Section B of the form below.

SECTION B

- Does the bill require the construction of any new physical facilities? _____ Yes X No

- If yes, describe the facilities and provide the estimated cost:

- Is the bill estimated to have a direct fiscal impact on any city department or office? X Yes _____ No

- **If yes, explain the impact and the estimated cost:** The bill authorizes a one-time supplemental payment of one thousand (\$1,000.00) dollars to all full-time Board of Aldermen employees employed as of May 31, 2026. There are 33 employees who are eligible to receive the payment, resulting in an impact of thirty-three thousand (\$33,000.00) dollars. Additionally, the Board of Aldermen will incur an estimated cost of two thousand five hundred twenty-four dollars and fifty cents (\$2,524.50) for Federal Insurance Contributions Act (FICA) taxes at 7.65%, bringing the total estimated fiscal impact to thirty-five thousand five hundred twenty-four dollars and fifty cents (\$35,524.50).

- Does the bill create a program or administrative subdivision? _____ Yes X No

-

- If yes, then is there a similar existing program or administrative subdivision? _____ Yes X No

- If yes, explain the how the proposed programs or administrative subdivisions may overlap:

- Describe the annual operating, equipment, and maintenance costs that would result from the proposed bill, as well as any funding sources: There are no annual operating, equipment, and maintenance costs. The funding source is the Board of Aldermen's budget from accounts 510100 (Salaries Regular Employees) and 512000 (FICA) for Fiscal Year 2026.

Complete the chart below to list the total estimated expenditures required of the City resulting from the proposed board bill and any estimated savings or additional revenue.

Financial Estimate of Impact on General Fund			
Fiscal Impact	<u>Year 1 (current)</u>	<u>Year 2</u>	<u>Year 3</u>
Additional Expenditures	\$35,524.50	N/A	N/A
Additional Revenue	N/A	N/A	N/A
Net	N/A	N/A	N/A
Financial Estimate of Impact on Special Funds			
Fiscal Impact	<u>Year 1 (current)</u>	<u>Year 2</u>	<u>Year 3</u>
Additional Expenditures	N/A	N/A	N/A
Additional Revenue	N/A	N/A	N/A
Net	N/A	N/A	N/A

- Describe any assumptions used in preparing this fiscal note: This fiscal note assumes 33 full-time employees eligible as of May 31, 2026, and that the total cost will be fully absorbed by existing funds within the Board of Aldermen's regular salary and FICA accounts for Fiscal Year 2026 with no recurring impacts.

- List any sources of information (including any City officials, agencies, or departments) used in preparing this fiscal note: This fiscal note was prepared by the President Green's Deputy Chief of Staff Christine Ingrassia who consulted with the Board of Aldermen's payroll supervisor, Chief Clerk Sharita Rogers, City of St. Louis Budget Director Paul Payne, Comptroller's Payroll Manager Amy Williams via Executive Assistant to the Comptroller, Mckenzie Looney, and City Counselor Michael Garvin.

- Have the financial estimates of this bill been verified by the City Budget Division?

☐ Yes ☒ No

- If yes, by whom? Director Payne did confirm FICA needed to be paid on the one time payment and verified the rate was 7.65% .

Summary

Board Bill Number 19

Introduced by Alderwoman Jami Cox Antwi

May 8, 2026

An ordinance amending Ordinance 70767 to extend the sunset date of the Minority and Women-Owned Business Enterprise Program for the City of St. Louis to December 31, 2026.

**BOARD BILL NUMBER 19 INTRODUCED BY ALDERWOMAN JAMI COX ANTWI
COSPONSORS: ALDERWOMAN ALISHA SONNIER/ALDERWOAN SHAMEEM
CLARK-HUBBARD/ALDERMAN RASHEEN ALDRIDGE**

An ordinance amending Ordinance 70767 to extend the sunset date of the Minority and Women-Owned Business Enterprise Program for the City of St. Louis to December 31, 2026.

WHEREAS, the City of St. Louis passed Ordinance 70767 which codified the City's M/WBE Program effective June 4, 2018 and included certain programmatic changes recommended in the 2015 Disparity Study; and

WHEREAS, Ordinance 70767 was amended in part by Ordinance 71094, effective April 7, 2020; and

WHEREAS, the City of St. Louis remains committed to using its spending powers in a manner that eliminates the disparities documented in the 2024 Disparity Study; and

WHEREAS, the City of St. Louis and the Board of Alderman remain committed to ensuring that all St. Louis citizens participate in its economic growth and development and that no citizen be denied an opportunity to participate in the procurement of goods and services due to race, sex, or gender discrimination;

WHEREAS, the City of St. Louis and the Board of Aldermen remain committed to completing the necessary actions to achieve that goal and have determined that extending the sunset date is a necessary step in that effort; and

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

SECTION ONE. The Board of Aldermen finds that the Contract Disparity Study conducted by Keen Independent Research (“Keen”) to determine whether Minority and Women-Owned Business Enterprises (“M/WBE”s) are utilized on City of St. Louis and tax-incentivized prime contracts and subcontracts relative to such firms’ availability within the St. Louis Metropolitan Statistical Area was completed and presented to the City in February 2024. The Board further

Page 1 of 4
Board Bill Number 19
Cox Antwi
May 8, 2026

1 finds that the Contract Disparity Study revealed statistically significant disparities for African
2 American, Asian American, Hispanic American, and Native American-Owned Business
3 Enterprise construction firms; African American, Asian American, Hispanic American, Native
4 American, and Women Owned Business Enterprise professional services firms; African American,
5 Asian American, Hispanic American, Native American, and Women Owned Business Enterprises
6 other services firms; and Asian American, Hispanic American, Native American, and Women
7 Owned Business Enterprises providing goods. Therefore, the Board finds that the Contract
8 Disparity Study supports continuance of an M/WBE program to remedy such disparities. The
9 Board further finds that Keen made recommendations for legislative changes to the M/WBE
10 Program that was established in Ordinance 70767. The purpose of this ordinance is to extend the
11 Sunset Date of the M/WBE Program established by Ordinance 70767 to allow time to complete
12 legislation to implement Keen's recommendations or otherwise modify or update the M/WBE
13 Program.

14 **SECTION TWO.** Ordinance 70767 is amended by deleting Section 7 and inserting a new Section
15 7 which shall be and read as follows:

16 **SECTION 7. BUSINESS ADVISORY COUNCIL (BAC) AND THE SMALL BUSINESS**
17 **PROGRAM.**

18 i. **Business Advisory Council.** A Business Advisory Council (BAC) shall be established
19 and appointed by the Mayor and approved by the Board of Alderman to serve as an advocate for
20 M/WBEs to increase access to the procurement process. The BAC shall have five (5) but not more
21 than nine (9) members, each appointed by the Mayor and approved by the Board of Aldermen for
22 staggered terms, with the Chairman designated and appointed by the Mayor. A member may serve

1 more than one term. The BAC members shall be approved by resolution of the St. Louis Board of
2 Aldermen. The BAC shall advise and make M/WBE Program recommendations in the following
3 areas:

- 4 a. Increasing access to contracting opportunities for M/WBEs;
- 5 b. Reviewing and advancing initiatives that impact M/WBE participation, and;
- 6 c. Enhancing the notification process regarding prospective contract opportunities.

7 Rules and guidelines for the BAC shall be consistent with applicable laws for the conduct
8 of its business. The BAC membership and guidelines shall be published on the Minority Business
9 Development and Compliance Office's webpage.

10 Members shall serve for staggered terms of three (3) years. Initially up to four (4) members
11 shall be appointed for a term of three (3) years, up to three (3) members shall be appointed for a
12 term of two (2) years and up to two (2) members shall be appointed for a term of one (1) year.
13 Vacancies shall be filled by appointment of the Mayor for the remainder of the vacant term. Each
14 member shall serve without compensation.

15 The Mayor shall designate and appoint a Chairman and the committee shall elect a
16 Secretary who shall each serve for three (3) years.

17 One (1) month prior to the end of the Chairman's and the Secretary's terms, successors shall
18 be replaced pursuant to paragraph 4 above. The committee shall adopt rules consistent with
19 applicable laws for the conduct of its business.

20 The committee shall meet quarterly to review compliance with this Ordinance. In addition,
21 the committee shall at a minimum meet twice annually in open public session to receive general
22 testimony from the public. All minutes and records of the committee shall be open to the public.

1 The committee shall monitor the effectiveness of the City's program described in this Ordinance
2 and make such recommendations to SLDC as it sees fit. The actions, decisions and
3 recommendations of the Committee are to further the policies and goals of this Ordinance and shall
4 not be final or binding on the City but shall be advisory only.

5 ii. **Annual Funding for M/WBE Program.** Subject to annual appropriation, the City's
6 governing body agrees, and the Comptroller and Budget Director are hereby directed, to include
7 annually in the City budget, to provide city revenues at a minimum sufficient to support the Data
8 Analyst position and the centralized tracking and monitoring system in support of the M/WBE
9 Program.

10 iii. **Sunset Provision.** The City will require a periodic update of the disparity study to
11 evaluate the effectiveness of the M/WBE Program. The M/WBE Program will sunset on December
12 31, 2026 unless the M/WBE Program is amended or repealed by ordinance before that date. The
13 City will perform a disparity study within three years prior of the sunset date.

**BOARD BILL NO. 270CS INTRODUCED BY ALDERMAN JEFFREY BOYD
KENENDY/MIDDLEBROOK/BOSLEY/MOORE/HUBBARD/DAVIS/MUHAMMAD/
WILLIAMSON/P. BOYD**

An ordinance approving a Minority and Women-Owned Business Enterprise Program for the City of St. Louis; authorizing certain other actions; amending Ordinance 69427 pertaining to workforce inclusion by amending Sections Three, Four, Five, and Ten of said ordinance, which are codified as Sections 3.110.020, 3.110.030, 3.110.040, and 3.110.090 of the Revised Code of the City of St. Louis, to increase percentage goals for minority, women, and city residents, and to put in place a mandatory one-year disqualification penalty and liquidated damages for developers and contractors who fail to meet the goals; and containing a severability clause.

WHEREAS, the City of St. Louis Minority and Women-Owned Business Enterprise (M/WBE) Program was initially authorized under Executive Order 28 by Mayor Clarence Harmon on July 24, 1997; and

WHEREAS, under Executive Order 28, the City of St. Louis determined that it had ample evidence of discrimination against M/WBEs within the City and sought to rectify the under-utilization through separate goals for M/WBEs; and

WHEREAS, Francis G. Slay, Mayor and Chief Executive Officer of the City of St. Louis, through Executive Order 28 authorized the operation of the M/WBE Program until April 30, 2017; and

WHEREAS, Mayor Lyda Krewson, through Executive Order 59, further extended and authorized the operation of the M/WBE Program; and

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1 **WHEREAS**, the Supreme Court of the United States, in *City of Richmond v. J.A. Croson*
2 *Co. (Croson)* 488 U.S. 469 (1989), requires local governments to make an empirical assessment
3 to determine whether past discriminatory practices have contributed to the underutilization of
4 M/WBEs in the provision of goods and services; and

5 **WHEREAS**, on March 23, 2015, the City of St. Louis commissioned Mason Tillman
6 Associates, Ltd. to conduct a Disparity Study to determine whether M/WBEs are utilized on the
7 City's prime and subcontracts at the level that they are available in the City and County of St.
8 Louis; and

9 **WHEREAS**, the 2015 Disparity Study conforms to the legal tenets set forth in *Croson* and
10 its progeny, identifies any barriers to economic development and parity for M/WBEs, and
11 addresses any such barriers; and

12 **WHEREAS**, the 2015 Disparity Study was completed in May 2015 and the findings were
13 presented to the City in September 2015; and

14 **WHEREAS**, the 2015 Disparity Study revealed disparity for African American, Hispanic
15 American, and Women-Owned Business Enterprise construction prime contractors; African
16 American, Asian American, Hispanic American, and Women-Owned Business Enterprise
17 professional services prime contractors; and African American, Asian American, and Women-
18 Owned Business Enterprise goods and other services prime contractors; and

19 **WHEREAS**, the 2015 Disparity Study revealed disparity for African American, Hispanic
20 American, and Women-Owned Business Enterprise construction subcontractors; and

21 **WHEREAS**, the City of St. Louis is committed to using its spending powers in a manner
22 that eliminates the disparity documented in the 2015 Disparity Study; and

1 **WHEREAS**, the City of St. Louis is committed to ensuring that all St. Louis citizens
2 participate in its economic growth and development and that no citizen be denied an opportunity
3 to participate in the procurement of goods and services due to race, sex, or gender discrimination.

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

5 **SECTION 1. MINORITY AND WOMEN-OWNED BUSINESS ENTERPRISE**
6 **PROGRAM.**

7 i. **Minority and Women-Owned Business Enterprise Program Established.** A
8 City of St. Louis Minority and Women-Owned Business Enterprise (M/WBE) Program is
9 established by adoption of this ordinance.

10 ii. **Management, Monitoring and Annual Report.** St. Louis Development
11 Corporation (SLDC) shall manage and monitor the certification and utilization of M/WBEs by the
12 City of St. Louis and its prime contractors. Specifically, SLDC shall: (1) adopt rules and
13 procedures to implement the M/WBE Program; (2) create, maintain, and distribute the directory
14 of certified M/WBEs; (3) provide information and assistance to M/WBEs to increase their ability
15 to effectively compete for City of St. Louis contracts; City should maintain a centralized website
16 that lists all procurement opportunities (4) annually review the progress of each agency,
17 department, and the corporation's achievement of the M/WBE goals; each agency shall have a
18 procurement officer or designee who shall be the point of contact for monitoring and reporting
19 MWBE compliance for the agency (5) ensure that solicitations issued by the City of St. Louis
20 adhere to the M/WBE procurement procedures contained herein; (6) monitor M/WBE goals
21 throughout the duration of the contract; and (7) present an annual report by January 31 of each
22 year to the Mayor and the Board of Aldermen and hold a public forum no later than February 28
23 of each year detailing the participation of M/WBEs on the City of St. Louis contracts.

1 **iii. Delegation of Duties.** SLDC may delegate all or a part of the duties of certification
2 and compliance of the M/WBE Program.

3 **SECTION 2. DEFINITIONS.**

4 When used in Sections 2 through 8 of this Ordinance:

5 **M/WBE** shall mean Minority and Women-Owned Business Enterprise.

6 **Award** shall mean the selection of a vendor for a contract or subcontract for a specific
7 dollar amount. Contract awards are made by the City of St. Louis, acting through its Board of
8 Public Service (BPS) and as made through the Supply Division, to a prime contractor and by a
9 prime contractor to a subcontractor.

10 **Bid** shall mean a bidder's response to a solicitation for bids, proposals, or statements of
11 qualifications for a project that is at least partially funded by the City of St. Louis, but does not
12 include state or federally-funded projects which have requirements that preempt the local M/WBE
13 Program.

14 **Bidder** shall mean any individual, company, or association responding to a City of St.
15 Louis and its associated entities solicitation.

16 **Board Letting** shall mean the process by which all public work, except emergency work
17 or repairs requiring prompt attention, shall be let by the Board of Public Service in compliance
18 with Article XXII of the City Charter of the City of St. Louis.

19 **Commercially-useful function** shall mean a subcontract fulfilled by a bidder responsible
20 for the materials, supplies, and services used in the performance of the contract. To determine
21 whether a subcontractor is performing a commercially-useful function, the amount of work
22 subcontracted shall be evaluated with respect to normal industry practices, including whether the
23 amount the subcontractor is to be paid under the contract is commensurate with the work it is to

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perform. The subcontractor does not perform a commercially-useful function if its role is limited to an extra participant in a contract through which funds are passed in order to convey only the appearance of meaningful and useful subcontractor participation.

Contract shall mean a mutually-binding legal relationship or any modification thereof obligating the vendor to furnish construction, professional services, and/or goods and other services and the City of St. Louis to pay for them.

Formal procurement shall mean a competitive solicitation method by which bidders are invited by the City of St. Louis to bid through a published advertisement stating the scope, specifications, and terms of the proposed contract.

Good Faith Effort shall mean all actions taken by a bidder or prime contractor consistent with the requirements, rules and procedures established by SLDC to engage M/WBEs toward meeting the goals for minority and women business enterprise utilization.

Informal procurement shall mean a solicitation method by which competition is not required or an emergency work award is required, and the City of St. Louis is permitted to solicit bids directly from bidders. The City shall make all efforts to include M/WBEs in such informal procurements and ensure that M/WBEs are given fair and ample opportunity to participate.

M/WBE Utilization Plan shall mean the form detailing the goods and services to be provided to the prime contractor by each M/WBE listed to meet the M/WBE goals. The M/WBE Utilization Plan must be provided at bid opening by each bidder and include the name(s) of all M/WBE subcontractors to be utilized in the contract, certification information, the items of work to be performed, and their percentage of the bid amount.

1 **Minority and women-owned business enterprise availability** shall mean the number of
2 businesses located in the St. Louis Metropolitan Area that are willing and able to provide the goods
3 and services being procured by the City of St. Louis.

4 **Notice of intent to perform a subcontract** shall mean the form the bidder is required to
5 submit to the City at the time of bid opening signed by each subcontractor listed in the M/WBE
6 Utilization Plan. Failure to include a completed Notice of Intent form signed by each subcontractor
7 will be sufficient cause to reject a bid as non-responsive.

8 **Prime contractor** shall mean the individual or business that has an agreement with the
9 City of St. Louis and that has the full responsibility for completing the terms of the agreement.

10 **Subcontractor** shall mean an individual or business that has a contract to perform a service
11 or provide materials, equipment, or supplies as a part of the scope of work set forth in a prime
12 contract with the City of St. Louis.

13 **User Department** shall mean the department that develops the requisitions for the City of
14 St. Louis.

15 **SECTION 3. STATEMENT OF POLICY.**

16 **i. Commitment.** The City of St. Louis is committed to promoting fair and open
17 competition for M/WBEs seeking to do business with the City of St. Louis. The City of St. Louis
18 shall ensure that prime contractors do not discriminate in their solicitation, selection, or treatment
19 of subcontractors. Therefore, the M/WBE Program shall have the resources necessary for the
20 effective implementation of the M/WBE Policy and the components contained within the M/WBE
21 Program. The M/WBE Program and related responsibilities shall be communicated to the City of
22 St. Louis' internal and external stakeholders.

1 **ii. Policy Implementation.** The M/WBE Program shall be adopted to implement the
 2 City of St. Louis' M/WBE Policy. The City of St. Louis shall take all necessary, reasonable, and
 3 legal action to alleviate documented disparity and ensure that all businesses are afforded the
 4 maximum opportunity for participation in the City's contracting. The M/WBE Program shall
 5 ensure that the City of St. Louis contracts are awarded in a manner that promotes economic
 6 inclusion of all segments of the business population, regardless of race, sex, or gender, to maximize
 7 the economic vitality and development of the City of St. Louis.

8 **iii. Goals.** The City of St. Louis has established project goals to ensure that M/WBE
 9 utilization on its construction, professional services, and goods and other services contracts reflects
 10 the level of M/WBE availability. The project goals are based on the findings of statistically
 11 significant disparity from the 2015 Disparity Study.

12 The 2015 Disparity Study documented a statistically significant disparity in the City of St.
 13 Louis' award of construction prime contracts to African American, Hispanic American, and
 14 Women-owned businesses. In addition, African American, Asian American, Hispanic American,
 15 and Women-owned businesses were found to have a statistical disparity in the City of St. Louis'
 16 award of professional services prime contracts. The study also documented a statistical disparity
 17 in the City of St. Louis' award of goods and other services prime contracts to African American,
 18 Asian American, and Women-owned businesses. **In addition, the study documented a certain**
 19 **availability and disparity for Asian Americans and Native Americans.**

20 Furthermore, the 2015 Disparity Study documented a statistical disparity in the award of
 21 construction subcontracts to African American, Hispanic American, and Women-owned
 22 businesses by the City of St. Louis' prime contractors. There were insufficient contract records

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available to calculate disparity for professional services subcontracts. Based upon the 2015 Disparity Study the following shall be implemented:

a. Complete prime and all subcontract records will be collected for a 12-month period and a disparity study update for professional services subcontracts will be performed within six (6) months of effective date of this ordinance.

b. The project goal shall be applied to solicitations for construction bids. The construction project goal is the goal that shall be met by utilization of African American, Hispanic American, **Asian American, Native American** and Women-owned construction subcontractors.

c. Based on availability, the construction project goal shall be 21% for African American-owned business enterprises, 2% for Hispanic American-owned business enterprises, **.50% for Asian American-owned business enterprises, .50% for Native American-owned business enterprises** and 11% for Women-owned business enterprises.

d. Proof of project goal attainment shall be submitted at the time of bid opening and documented on the M/WBE Utilization Plan. If a bidder fails to meet the solicitation's construction project goals, the bidder can provide evidence of a good faith effort to meet the goal. A bid that does not meet the subcontract goals or evidence a good faith effort shall be deemed non-responsive and therefore ineligible for award. The M/WBE Utilization Plan shall be submitted at the time of bid opening or board letting, as applicable, for project goal compliance, verification of subcontractor certification, and evidence that the subcontractor shall perform a commercially useful function.

e. Good faith effort elements are evaluated to determine whether a bidder has provided evidence of a good faith effort to meet the M/WBE subcontract goals. In order to be considered a responsive bid, the bidder must demonstrate a sufficient good faith effort.

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1 **f.** M/WBE prime contract bid discount shall be applied to construction and
2 goods and other services prime contracts on contracts of \$300,000 or less. A five percent (5%)
3 bid discount on construction prime contracts shall be applied to African American, Hispanic
4 American, **Asian American**, **Native American**, and Women-Owned Business Enterprise bidders.
5 A five percent (5%) bid discount on goods and services prime contracts shall be applied to African
6 American, Asian American, **Native American** and Women-owned Business Enterprise bidders.
7 The bid discount shall be applied during the evaluation process. It shall lower the eligible
8 M/WBE's bid but shall not reduce the contract award amount. The solicitation shall describe the
9 bid discount as applied to eligible M/WBE prime contractors in the two industries. In order to
10 qualify for the bid discount, the eligible M/WBE bidder shall include in its bid a copy of the current
11 M/WBE certification approval letter issued by the M/WBE Program.

12 **g.** M/WBE incentive credits shall be applied to the evaluation of professional
13 service prime contracts, but may not include state or federally-funded projects which have
14 requirements that preempt the local M/WBE Program. A fifteen percent (15%) incentive credit as
15 part of the total points evaluated on professional service prime contracts shall be applied to African
16 American, Asian American, **Native American**, Hispanic American, and Women-owned Business
17 Enterprises. The incentive credit shall be applied during the evaluation process. In order to qualify
18 for the incentive credit, the M/WBE prime contractor must include a copy of the current M/WBE
19 certification approval letter issued by the M/WBE Program. The solicitation shall describe the
20 incentive credit as applied to eligible M/WBE prime contractors. In order to qualify for the
21 incentive credit, the M/WBE prime contractor must include in its proposal or statement of
22 qualifications a copy of the M/WBE certification approval letter issued by the M/WBE Program.

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h. Notwithstanding any other provision of this ordinance, the 2015 Disparity Study will be updated two years from the effective date of this ordinance.

iv. **Training.** To increase the availability of African American, Hispanic American, Asian American, Native American and Women-owned businesses in the City's M/WBE certification pool, the City shall consider:

a. Increased M/WBE certification assistance to include training, technical assistance and support services to help start-ups in such areas as:

1. Basic business management skills;
2. Marketing Plans;
3. Business financing resources;
4. Assistance in completing the City's M/WBE certification application;
5. *How to Do Business with the City* seminars;
6. Offering services in additional languages other than English, i.e. Spanish;

b. Partnering with local community colleges to provide business assistance for start-up firms.

c. Providing grants up to \$10,000 to ethnic and gender focused chambers of commerce to:

1. Provide business management skills including how to obtain a business license;
2. Conduct outreach to businesses to increase the number of certified M/WBEs;

3. Mentor businesses on local and state certified payroll requirements.

d. Partnering with local churches and ethnic grocery markets by providing

How to Become M/WBE Certified and *How to Do Business with the City* seminars.

SECTION 4. RULES AND REGULATIONS.

BE IT FURTHER ORDAINED that the implementation of the M/WBE Program adhere to the following Rules and Regulations:

i. **Management.** The Minority Business Development and Compliance Office of SLDC shall be the office that manages the M/WBE Program for SLDC. The President of the Board of Public Services (BPS) and the Director of the Minority Business Development and Compliance Office will work together to identify qualified contractors to be included in bidding public works contracts.

ii. **Contract Rotation Program.** The City of St. Louis through its Supply Division shall establish a contract rotation program for procuring goods and services contracts under \$25,000 using an informal solicitation. Eligible businesses shall be placed on the rotation list according to their initial certification date. Businesses with the same certification date are placed on the list alphabetically according to their name. Once awarded a contract, the M/WBE shall be subsequently placed at the bottom of the rotation list.

iii. **Advertisements.** The City of St. Louis shall advertise solicitations within a sufficient period of time to allow bidders to solicit bids from M/WBE subcontractors. The City of St. Louis shall publish notices of contract opportunities in The City Journal and on the City's website at least thirty (30) days before the board letting date. Bid notices shall additionally be disseminated by SLDC through the certified M/WBE electronic mailing list at least thirty (30) days before the responses are due.

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1 All User Departments shall adopt a standard template for advertisements with input from
2 the Minority Business Development and Compliance Office. The Minority Business Development
3 and Compliance Office will review all advertisement templates and provide the User Departments
4 with comments.

5 If advertisements do not meet the M/WBE requirements, the Office of the Register shall
6 reject the advertisement and send it back to the User Department and recommend the next available
7 publication date that complies with the thirty (30) day publication requirement.

8 The notice shall include the name of the contract and bid opening date; project manager's
9 name and contact information, if known at the time the notice is prepared; pre-bid conference date,
10 time, and location; deadline for submission of written questions; summary of the scope of work;
11 contact information to secure the complete solicitation; and M/WBE subcontracting goals and bid
12 discounts.

13 An electronic directory listing certified M/WBEs shall be maintained by the Minority
14 Business Development and Compliance Office. The directory shall be updated monthly to reflect
15 any new certifications or changes to existing certifications. A link to The directory shall be
16 published on the City of St. Louis' Minority Business Development and Compliance Office
17 webpage and be downloadable in Microsoft Office Excel

18 **iv. Mobilization Payments.** When mobilization payments are approved as a contract
19 line item for the prime contractor, the subcontractor shall be paid a reasonable amount not to
20 exceed five percent (5%) of the amount of their contract by the prime contractor no later than five
21 (5) business days before they are required to mobilize to start their contracted work. The prime
22 contractor shall submit a request to BPS for mobilization payments using the normal monthly
23 payment process as detailed in the contract documents.

v. **Payment Verification Program.** The City of St. Louis shall establish a payment verification program. Payments made to M/WBE subcontractors shall be verified in order to monitor compliance with the Prompt Payment Act, Section 34.057.1 RSMo. The payment verification system shall allow subcontractors to electronically notify the City of St. Louis of late payments or non-payments in real time. Each subcontractor listed as paid for the previous billing cycle shall be electronically contacted to verify that payment was received. The Minority Business Development and Compliance Office shall manage the program.

vi. **Resolving Disputes.** Dispute resolution standards shall be established to allow businesses to resolve issues relating to contract work performance. Invoice disputes between the prime contractor and the subcontractor shall be presented to the BPS project manager and the Minority Business Development and Compliance Office. BPS shall ensure that the dispute resolution process is handled in a timely manner and in accordance with dispute resolution standards. The decision can be appealed to a mediator comprised of a designee of the Mayor, the Director of the Minority Business Development and Compliance Office and the President of the Board of Public Service. The mediation process shall exhaust any administrative remedy available to the contractor and/or subcontractor.

**SECTION 5. MINORITY AND WOMEN-OWNED BUSINESS ENTERPRISE
PROGRAM STAFF AND STAFF TRAINING.**

BE IT FURTHER ORDAINED, that program implementation adheres to the following staffing requirements:

i. **Program Staff**

a. There shall be adequate staff to support the responsibilities of the Minority Business Development and Compliance Office. The Minority Business Development and

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1 Compliance Office shall minimally have a director, four (4) compliance staff and certification
2 staff, as their budget allows.

3 **b.** The Director of Minority Business Development and the staff shall develop
4 programs and services that advance opportunities for growth of M/WBEs and ensure compliance
5 with M/WBE Program objectives and responsibilities.

6 **c.** The Office shall oversee pre-award compliance with the M/WBE Program
7 requirements, and monitor post-contract compliance to ensure that the M/WBE contract provisions
8 are adhered to during the term of the contract.

9 **d.** The Office shall advise applicants regarding suitable completion of their
10 certification applications, perform site visits, and participate in business outreach activities to
11 increase the applicant pool.

12 **e.** The Office shall monitor M/WBE contract compliance and M/WBE
13 contractor and subcontractor on site participation, investigate complaints, ensure contracts are
14 properly and legally executed, and create a profile of each contractor by preparing site visit reports.

15 **f.** The Office shall compile, verify, and report data measuring the user
16 department's compliance with contract goals and requirements and manage the Global Project
17 Tracking System or any other system designated to ensure it captures the data necessary to generate
18 the reports required to measure compliance with the M/WBE Program requirements. The Office
19 shall also manage all solicitations received from the user departments and develop comprehensive
20 outreach strategies to meet the M/WBE goals using digital media vehicles.

21 **g.** The Office shall provide dispute resolution services and direct
22 investigations of complaints from user departments, as well as from prime contractors and
23 subcontractors.

ii. Training and Training Manual.

Routine User Department training shall be conducted to ensure all personnel are knowledgeable about the M/WBE Program requirements and capable of supporting the M/WBE Program and its policies and objectives. The training program shall be conducted by the Minority Development Business and Compliance Office. Three training programs shall be implemented:

a. Annual Training Seminar

Annual training seminars shall be held to inform staff of any changes to the M/WBE Program policy and procedures, and to promote the Program enhancements. An interactive portal shall be set up for City of St. Louis staff to give and receive virtual assistance, information, and responses to questions.

b. New Employee Training

New employee orientation shall be held quarterly by the Minority Development Business and Compliance Office to ensure that new employees understand the established policies and procedures. A printed copy of the M/WBE Program Training Manual shall be provided to each new City employee that handles such matters for the City of St. Louis prior to quarterly training.

c. M/WBE Program Training Manual

An M/WBE Program Training Manual describing the M/WBE Program mission, policy, and procedures shall be available to all staff electronically and shall be downloadable from the Minority Development Business and Compliance Office webpage.

SECTION 6. COMPLIANCE TRACKING, MONITORING AND REPORTING.

BE IT FURTHER ORDAINED that the M/WBE Program shall adhere to the following conditions of tracking, monitoring, and reporting:

i. **Centralized Tracking and Monitoring System.** The Minority Business Development and Compliance Office shall maintain a centralized tracking and monitoring system – Global Project Tracking System (GPTS) or any other designated system to ensure compliance with the M/WBE commitments listed in bid documents. The GPTS shall track subcontractor goals, commitments, and payments. The GPTS shall also monitor unauthorized subcontract substitutions, and late payments. A record of any discrepancies or proof of failure to comply with the contract goals and regulations shall be filed by the Minority Business Development and Compliance Office, and appropriate ramifications shall be determined by the Compliance Office and the President of the Board of Public Service. Compliance reports shall be submitted annually to the Mayor and the Board of Aldermen.

ii. **Tracking Compliance.** The GPTS shall track a prime contractor's compliance with the contract goal to ensure that the M/WBEs listed as subcontractors are utilized. In the absence of a finding of a Good Faith Effort, a prime contractor's failure to meet an M/WBE subcontract goal during the contract term shall constitute a material breach of contract. The prime contractor shall be subject to liquidated damages for such a breach. Damages shall be assessed based upon the M/WBE goal shortfall and may not exceed the difference between the monetary amount of the participation goals set by the contract and the amount actually paid to M/WBEs. Damages shall be assessed during the project close-out by the Minority Business Development and Compliance Office and the President of the Board of Public Service, and withheld from a retention amount established to cover liquidated damages in addition to any other retention held under the contract. To the extent allowed by law, these funds shall be provided to St. Louis Development Corporation and used to provide business development and enhancement services for M/WBEs. All contracts that contain participation goals for African American, Asian American,

1 and Women-owned businesses shall contain a provision that provides for the imposition of
2 liquidated damages in the absence of a finding of Good Faith Efforts in the event the General
3 Contractor fails to achieve the participation goals specified by Sections 2 through 8 of this
4 Ordinance.

5 **SECTION 7. BUSINESS ADVISORY COUNCIL (BAC) AND THE SMALL**
6 **BUSINESS PROGRAM.**

7 **i. Business Advisory Council.** A Business Advisory Council (BAC) shall be
8 established and appointed by the Mayor and approved by the Board of Alderman to serve as an
9 advocate for M/WBEs to increase access to the procurement process. The BAC shall have five
10 (5) but not more than nine (9) members, each appointed by the Mayor and approved by the Board
11 of Aldermen for staggered terms, with the Chairman designated and appointed by the Mayor. A
12 member may serve more than one term. The BAC members shall be approved by resolution of the
13 St. Louis Board of Aldermen. The BAC shall advise and make M/WBE Program recommendations
14 in the following areas:

- 15 **a.** Increasing access to contracting opportunities for M/WBEs;
16 **b.** Reviewing and advancing initiatives that impact M/WBE participation, and;
17 **c.** Enhancing the notification process regarding prospective contract
18 opportunities.

19 Rules and guidelines for the BAC shall be consistent with applicable laws for the conduct
20 of its business. The BAC membership and guidelines shall be published on the Minority Business
21 Development and Compliance Office's webpage.

22 Members shall serve for staggered terms of three (3) years. Initially up to four (4) members
23 shall be appointed for a term of three (3) years, up to three (3) members shall be appointed for a

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term of two (2) years and up to two (2) members shall be appointed for a term of one (1) year. Vacancies shall be filled by appointment of the Mayor for the remainder of the vacant term. Each member shall serve without compensation.

The Mayor shall designate and appoint a Chairman and the committee shall elect a Secretary who shall each serve for three (3) years.

One (1) month prior to the end of the Chairman's and the Secretary's terms, successors shall be replaced pursuant to paragraph 4 above. The committee shall adopt rules consistent with applicable laws for the conduct of its business.

The committee shall meet quarterly to review compliance with this Ordinance. In addition, the committee shall at a minimum meet twice annually in open public session to receive general testimony from the public. All minutes and records of the committee shall be open to the public.

The committee shall monitor the effectiveness of the City's program described in this Ordinance and make such recommendations to SLDC as it sees fit. The actions, decisions and recommendations of the Committee are to further the policies and goals of this Ordinance and shall not be final or binding on the City but shall be advisory only.

ii. Annual Funding for M/WBE Program. Subject to annual appropriation, the City's governing body agrees, and the Comptroller and Budget Director are hereby directed, to include annually in the City budget, to provide city revenues at a minimum sufficient to support the Data Analyst position and the centralized tracking and monitoring system in support of the M/WBE Program.

iii. Sunset Provision. The City will require a periodic update of the disparity study to evaluate the effectiveness of the M/WBE Program. The M/WBE Program will sunset in eight

years from adoption of the Program. The City will perform a disparity study within three years prior **of** the sunset date.

SECTION 8. APPROVAL OF RULES AND REGULATIONS.

All rules and procedures not expressly stated in Sections 2 through 8 of this ordinance for the day-to-day operation and implementation of the M/WBE Program shall be approved by the St. Louis Development Corporation.

SECTION 9. SECTIONS FOUR AND FIVE OF ORDINANCE 69427 AMENDMENTS.

Sections Three, Four and Five of Ordinance 69427, codified at Sections 3.110.020, 3.110.030 and 3.110.040 of the Revised Code of the City of St. Louis, are hereby repealed, and enacted in lieu thereof is the following:

SECTION THREE. Apprenticeship Goal. On each public works contract, tax increment financed (TIF) project and St. Louis City Bonded Project for which the design team's estimated base value of the contract is one million dollars (\$1,000,000) or more, the Agency shall set a goal that a minimum percentage of 20% of all the contract's labor hours are to be performed by apprentices enrolled in any training program approved or recognized by the United States Department of Labor, Employment and Training Administration (ETA), Office of Apprenticeship (OA). This goal shall be subject to the waiver provision set forth in [Section 3.110.080](#) of the Revised Code of the City of St. Louis. Such apprentices, if they are minorities and/or women, may also be counted towards the goals set forth in [Section](#) Four.

SECTION FOUR. Participation Goals for Minorities and Women.

On each Public Works Contract, Tax Increment Financed (TIF) Project and St. Louis City Bonded Project for which the design team's estimated base value of the contract is One Million Dollars (\$1,000,000) or more, the contract goals shall be 25% of all Labor Hours are to be performed by Minorities and 7% of all contract Labor Hours are to be performed by women.

SECTION FIVE. City Resident Participation. On each Public Works

Contract, Tax Increment Financed (TIF) Project and St. Louis City Bonded Project for which the design team's estimated base value of the contract is One Million Dollars or more, the contract goals shall be 23% of all Labor Hours are to be performed by persons who reside in the City of St. Louis ("City Residents"). Such City Residents, if they are minorities and/or women, may also be counted towards the goals set forth in Section Four.

SECTION 10. SECTION TEN OF ORDINANCE 69427 AMENDMENTS.

Section Ten of Ordinance 69427, codified at Section 3.110.090 of the Revised Code of the City of St. Louis, are hereby repealed, and enacted in lieu thereof is the following:

SECTION TEN. Non-Compliance.

A. Material Breach. The failure to meet the requirements of Ordinance 69427 as amended, including but not limited to failure to submit required documentation and reporting, failure to meet to resolve issues and failure to use Good Faith Efforts to comply, constitutes a violation of the Ordinance and shall be a material breach of the contract.

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1. If there is a violation of Ordinance 69427 as amended, the Agency will first cite the violator in writing giving the violator notice of the violation and a thirty-day (30-day) notice to cure.

2. If after the thirty (30) days there is no cure, the Agency shall exercise the remedies for breach provided herein and any other remedies available by law.

B. Remedies for Breach. In the event of a violation of Ordinance 69427 as amended, the Agency and the President of the Board of Public Service **may** place the Developer and the General Contractor on a list maintained by the Agency and the Developer and General Contractor may be barred from participating in public works contracts or Tax Increment Financed (TIF) Projects for a period of one (1) year following the notice of violation, in addition to any other sanctions available to the Board of Public Service for public works contracts. The Agency shall make quarterly reports to the TIF Commission, the Board of Public Service, the Board of Aldermen, the Mayor and the Comptroller of the City of St. Louis regarding the Developers and General Contractors cited and listed for violations of the Ordinance.

C. Liquidated damages. All contracts that contain participation goals for minorities, women, or City Residents shall contain a provision that provides for liquidated damages in the event the Developer, General Contractor, or both fails or fail to achieve the

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1 participation goals specified by the Agency as directed by Ordinance
2 69427 as amended. The liquidated damages may not exceed the difference
3 between the monetary amount of the participation goals set by the Agency
4 and the amount actually paid to minorities, women, and City Residents.
5 SLATE shall set aside funds from assessed damages. To the extent
6 allowed by law, these funds shall be used solely to provide workforce
7 training and development services for minorities and women. In
8 determining the amount actually paid to minorities, women, and City
9 Residents, no credit shall be given for that portion of the minority, women,
10 and City Resident participation not approved by the Agency, provided
11 however that the Agency may allow credit if it determines, in its sole
12 discretion, that the Developers and General Contractors acted in good
13 faith.

14 **SECTION 11. SEVERABILITY CLAUSE.** The provisions of this ordinance shall be
15 severable. In the event that any provision of this ordinance is found by a court of competent
16 jurisdiction to be unconstitutional, the remaining provisions of this ordinance are valid unless the
17 court finds the valid provisions of this ordinance are so essentially and inseparably connected
18 with, and so dependent upon, the void provision that it cannot be presumed that the Board of
19 Aldermen would have enacted the valid provisions without the void ones or unless the Court
20 finds that the valid provisions, standing alone, are incomplete and incapable of being executed in
21 accordance with the legislative intent.

Summary
Board Bill Number 25 As Amended on the Floor
Introduced by Alderman Michael Browning
May 21, 2026

An ordinance pertaining to water rates; finding, determining and declaring that an increase in certain water rates is necessary for certain purposes, defining certain terms; repealing and replacing parts of Ordinance 71683 which are presently codified as Sections 23.06.130, 23.16.025, 23.16.040, 23.18.015, 23.18.070, 23.20.015, 23.20.020, 23.20.030, and 23.20.040 of the Revised Code of The City of St. Louis (“Revised Code”) and amending parts of Ordinance 71683 which are presently codified as Sections 23.16.020 and 23.04.220 of the Revised Code; all having as their subject water rates and charges; and containing an emergency provision.

**BOARD BILL NUMBER 25 AS AMENDED IN COMMITTEE INTRODUCED BY
ALDERMAN MICHAEL BROWNING
COSPONSORS: ALDERWOMAN ANNE SCHWEITZER/ALDERMAN MATT
DEVOTI/ALDERWOMAN COX ANTWI/ALDERWOMAN SHAMEEM CLARK-
HUBBARD/ALDERWOMAN DANIELA VELAZQUEZ**

1 An ordinance pertaining to water rates; finding, determining and declaring that an
2 increase in certain water rates is necessary for certain purposes; defining certain terms;
3 repealing and replacing parts of Ordinance 71683 which are presently codified as Sections
4 23.06.130, 23.16.025, 23.16.040, 23.18.015, 23.18.070, 23.20.015, 23.20.020, 23.20.030,
5 and 23.20.040 of the Revised Code of The City of St. Louis (“*Revised Code*”) and
6 amending parts of Ordinance 71683 which are presently codified as Sections 23.16.020
7 and 23.04.220 of the Revised Code; all having as their subject water rates and charges; and
8 containing an emergency provision.

9 **NOW THEREFORE, BE IT ORDAINED BY THE CITY OF ST. LOUIS AS**
10 **FOLLOWS:**

11 **SECTION ONE. Findings and Determinations.** It is hereby found, determined
12 and declared by the Board of Aldermen of the City of St. Louis that increases in certain
13 water rates as hereinafter provided are absolutely necessary to provide revenues sufficient
14 (a) for the maintenance and operation of the City’s waterworks and water facilities (b) to
15 pay the running expenses of the Water Division, (c) to pay when due the principal of,
16 redemption premium, if any, and interest on all outstanding St. Louis Water Revenue
17 Bonds series 2013, as required by Article XIII Section 11 of the St. Louis City Charter, (d)
18 to fund an operating reserve fund and (e) to satisfy the requirements of the Indenture of
19 Trust dated as of April 1, 1994, by and between the City and UMB, as amended and
20 supplemented.

1 **SECTION TWO. Repeals.** The following ordinance provisions are hereby
2 repealed effective July 1, 2026, or on the date this ordinance is approved by the Mayor or
3 adopted over the Mayor’s veto, whichever is later: Sections Three through Eight, Ten, and
4 Twelve of Ordinance 71683, parts of which are presently codified as Sections 23.06.130,
5 23.16.025, 23.16.040, 23.18.015, 23.18.070, 23.20.015, 23.20.020, 23.20.030, and
6 23.20.040 of the Revised Code.

7 **SECTION THREE. Definitions.** There is hereby enacted a new Section 23.02.60
8 of the Revised Code to read as follows:

9 Definitions and Inflation Adjustment. The following terms have the following
10 meanings in the places stated in this Title 23, Division I:

11 A. As used in Chapters 23.16, 23.18 and 23.20, “Implementation Date” means
12 July 1, 2026, or the effective date of this ordinance, whichever is later.

13 B. As used in the rate tables of Chapters 23.16, 23.18 and 23.20, “2026” shall
14 mean the time period beginning on the Implementation Date and ending on December 31,
15 2026.

16 C. As used in the rate tables of Chapters 23.16, 23.18 and 23.20, each
17 subsequent year shall mean the calendar year beginning on January 1 of such year.

18 D. As used in this Title 23, Division I, “Inflation Adjustment” shall mean,
19 notwithstanding the rates set forth in the rate tables of Chapters 23.16, 23.18 and 23.20, an
20 increase in rates on January 1 of each calendar year equal to (i) for a year in which the
21 annual change in CPI-U for the preceding calendar year, as published by the U.S. Bureau
22 of Labor Statistics (the “*CPI Change*”), exceeds 3%, the sum of the Proposed Increase
23 listed for such year in the rate tables of such Chapters and the amount by which the CPI

1 Change exceeds 3%; (ii) for a year in which the CPI Change is less than or equal to 3%,
2 the Proposed Increase listed for such year in the rate tables of such Chapters; or (iii) for
3 any year after 2032, “Inflation Adjustment” shall mean that notwithstanding the rate tables
4 of Chapters 23.16, 23.18 and 23.20, (a) each water rate and service charge specified in
5 Sections 5 to 11 of this ordinance shall increase automatically by the CPI Change for the
6 preceding calendar year is a positive number; and (b) in the event the CPI Change for the
7 preceding calendar year is not a positive number, the rate or service charge shall continue
8 without change for another calendar year.

9 **SECTION FOUR: Water Rate Review.** There is hereby enacted a new Section
10 23.02.70 of the Revised Code to read as follows:

11 As used in Title 23, “Water Rate Review” shall mean a reasonable opportunity for
12 interested stakeholders to meaningfully participate in the ratemaking process for the
13 water rates charged by the City’s Water Division, by providing questions, public
14 comment, and recommendations that can help design water rates to better match the
15 actual cost of service, thus enhancing public confidence in the adequacy and
16 reasonableness of those water rates. The structure of the Water Rate Review process may
17 be regulated by ordinance, and shall be posted on a dedicated Water Division webpage.

18 By June 30th, 2027, the Water Division will procure a Class Cost of Service Study that
19 analyzes how Water Division investments and expenses can be functionalized and
20 allocated to the City’s various water rates and rate components.

21 **SECTION FIVE. Flat Rates.** There is hereby enacted a new Section 23.16.040 of
22 the Revised Code to read as follows:

1 Flat Rates. Except as set forth in Chapter 23.20 of the Revised Code, the following
2 water rates for non-metered connections are hereby imposed, subject to the Inflation
3 Adjustment:

4 A. Flat Rate for Domestic Use.

	2026 (7/1/26)	2027 (1/1/27)	2028 (1/1/2028)	2029 (1/1/2029)	2030 (1/1/2030)	2031 (1/1/2031)	2032 (1/1/2032)
Proposed Increase	18%	18%	6%	6%	6%	5%	5%
Room charge, Each	6.57	7.76	8.22	8.71	9.24	9.70	10.18
Water Closet, Each	25.76	30.40	32.22	34.15	36.20	38.01	39.91
Baths, Each	21.61	25.49	27.02	28.65	30.36	31.88	33.48
Shower, Separate from bath, Each	21.61	25.49	27.02	28.65	30.36	31.88	33.48
Sprinkling charge, Linear Foot	0.44	0.52	0.55	0.58	0.61	0.64	0.68

5 B. Temporary Use of Flat Rate. In those cases where users are not
6 eligible for flat rates as enumerated in Section 23.16.060, Revised Code, and where existing
7 water service is unmetered as of the effective date of this ordinance, it shall be the duty of
8 the Water Commissioner, as soon as possible, to cause the installation or setting of the
9 required meter. In the interim, bills shall be rendered to these customers on the basis of the
10 appropriate flat rates imposed by this ordinance.

11 C. Swimming Pool Charge.

12 A flat water rate shall be applied where a swimming pool, pond or other
13 pool is found on the premises having a capacity of more than one hundred (100) cubic feet
14 and less than two thousand (2,000) cubic feet which are not metered under Section
15 23.16.060, Revised Code. Said flat rate shall be payable for periods of three (3) months in
16 advance as follows:

1 Swimming pool, pond or other pool having a capacity of more than 100 but less
2 than 501 cubic feet--\$35.47, subject to the Inflation Adjustment

3 Swimming pool, pond or other pool having a capacity of 501 but less than 1,001
4 cubic feet--\$49.65, subject to the Inflation Adjustment

5 Swimming pool, pond or other pool having a capacity of 1,001 but less than 1,501
6 cubic feet--\$63.86, subject to the Inflation Adjustment

7 Swimming pool, pond or other pool having a capacity of 1,501 but less than 2,000
8 cubic feet--\$78.03, subject to the Inflation Adjustment

9 D. Change to Metered Rate. Any user paying a flat rate shall have the
10 option to pay instead at metered rates as provided by Chapter 23.18 of the Revised Code.
11 Such option shall be exercised in writing on forms supplied by the Water Commissioner.
12 The user shall provide for the meter by having a meter box and set up installed on the
13 service in accordance with the current connection regulations, furnished and installed at
14 the user's own expense by a licensed plumber.

15 **SECTION SIX. Metered Rates.** There is hereby enacted a new Section 23.18.070
16 of the Revised Code to read as follows:

17 Metered Rates.

18 A. Water furnished to all metered connections shall be assessed for use per
19 three-month billing period, or less, at rates equal to the combined sum of a readiness-to-
20 serve charge and a quantity charge.

21 B. Except as set forth in Chapter 23.20 of the Revised Code, the readiness-to-
22 serve charge and quantity charge shall be as follows, subject to the Inflation Adjustment:

	2026 (7/1/26)	2027 (1/1/27)	2028 (1/1/2028)	2029 (1/1/2029)	2030 (1/1/2030)	2031 (1/1/2031)	2032 (1/1/2032)
Proposed Increase	18%	18%	6%	6%	6%	5%	5%
Readiness-to-serve charge							
5/8"	41.72	49.24	52.19	55.32	58.64	61.57	64.65
3/4"	48.63	57.38	60.82	64.47	68.34	71.76	75.35
1"	61.63	72.73	77.09	81.71	86.62	90.95	95.49
1 1/2"	89.14	105.18	111.49	118.18	125.27	131.54	138.11
2"	129.54	152.86	162.03	171.75	182.06	191.16	200.72
3"	251.16	296.37	314.15	333.00	352.98	370.63	389.17
4"	445.51	525.70	557.24	590.68	626.12	657.42	690.29
6"	850.57	1003.67	1063.89	1127.72	1195.39	1255.16	1317.91
8"	1296.06	1529.36	1621.12	1718.38	1821.49	1912.56	2008.19
10"	1782.12	2102.90	2229.07	2362.82	2504.59	2629.82	2761.31
Quantity Charge (Cubic feet per billing) Quantity Charge (per CCF per billing cycle)							
First 25,000, per CCF First 250 CCF	3.09	3.65	3.87	4.10	4.34	4.56	4.79
Next 1,975,000, per CCF Next 19,750 CCF	2.42	2.85	3.03	3.21	3.40	3.57	3.75
Over 2,000,000, per CCF Over 20,000 CCF	1.55	2.16	2.29	2.42	2.57	2.70	2.83

1 C. Should water be furnished through two (2) or more separate meters, the
2 readiness-to-serve charge shall be the combined total of the readiness-to-serve charge for
3 each meter. Should water be furnished through a single meter containing two (2) or more
4 metering elements, the readiness-to-serve charge shall be that for a single meter the size of
5 the largest metering element.

6 D. Should water be furnished through two (2) or more meters or through a
7 single meter with two (2) or more metering elements, the quantity charge shall be based on
8 the combined total of all water used as indicated by all registers.

1 E. The Water Division may, in the discretion of the Water Commissioner, enter
 2 into separate written agreements with certain large metered users pursuant to which the
 3 user agrees to pay a higher rate than that required by Paragraph B of this Section 23.18.070.

4 **SECTION SEVEN. Special Rates in Schools or Qualified Charitable**
 5 **Institutions.** There is hereby enacted a new Section 23.20.020 of the Revised Code to read
 6 as follows:

7 Special Rates in Schools or Qualified Charitable Institutions.

8 A. The readiness-to-serve charge and quantity charge for any public, parochial,
 9 or inter-parochial school or Qualified Charitable Institution in the City shall be as follows,
 10 subject to the Inflation Adjustment:

	2026 (7/1/26)	2027 (1/1/27)	2028 (1/1/2028)	2029 (1/1/2029)	2030 (1/1/2030)	2031 (1/1/2031)	2032 (1/1/2032)
Proposed Increase	18%	18%	6%	6%	6%	5%	5%
Readiness-to-serve charge							
5/8"	41.72	49.24	52.19	55.32	58.64	61.57	64.65
3/4"	48.63	57.38	60.82	64.47	68.34	71.76	75.35
1"	61.63	72.73	77.09	81.71	86.62	90.95	95.49
1 1/2"	89.14	105.18	111.49	118.18	125.27	131.54	138.11
2"	129.54	152.86	162.03	171.75	182.06	191.16	200.72
3"	251.16	296.37	314.15	333.00	352.98	370.63	389.17
4"	445.51	525.70	557.24	590.68	626.12	657.42	690.29
6"	850.57	1003.67	1063.89	1127.72	1195.39	1255.16	1317.91
8"	1296.06	1529.36	1621.12	1718.38	1821.49	1912.56	2008.19
10"	1782.12	2102.90	2229.07	2362.82	2504.59	2629.82	2761.31
Quantity Charge (Cubic feet per billing)	Quantity Charge (per CCF per billing cycle)						

Charitable Institutions	1.63	1.92	2.04	2.16	2.29	2.40	2.52
School Rate	1.63*	1.92	2.04	2.16	2.29	2.40	2.52

** School Rate is adjusted to align with the Charitable Institution Rate.*

1 B. As used in this Section 23.20.020, “Qualified Charitable Institution” shall
2 mean an institution which has made written application to the Water Commissioner, signed
3 by its president, secretary or managing officer, asking for a special charity rate, and stating
4 that free service is furnished to not less than ten (10) percent of its clients, and giving
5 special details of the management as are necessary to show the philanthropic nature of the
6 institution, which application has been approved by the Water Commissioner for the
7 reduced rates set forth in Paragraph A of this Section 23.20.020.

8 **SECTION EIGHT. Special Rates in Hospitals, Zoological Parks, and**
9 **Museums.** There is hereby enacted a new Section 23.20.030 of the Revised Code to read
10 as follows:

11 Special Rates in Hospitals, Zoological Parks, and Museums.

12 A. The readiness-to-serve charge and quantity charge for any hospital, public library,
13 art museum of the Art Museum subdistrict of the Metropolitan Zoological Park and
14 Museum District of the City of St. Louis and the County of St. Louis (“MSD”), or
15 zoological parks of the Zoological subdistrict of MSD in the City shall be as
16 follows, subject to the Inflation Adjustment:

	2026** (7/1/26)	2027 (1/1/27)	2028 (1/1/2028)	2029 (1/1/2029)	2030 (1/1/2030)	2031 (1/1/2031)	2032 (1/1/2032)
Proposed Increase	18%	18%	6%	6%	6%	5%	5%
Readiness-to-serve charge							

5/8"	41.72	49.24	52.19	55.32	58.64	61.57	64.65
3/4"	48.63	57.38	60.82	64.47	68.34	71.76	75.35
1"	61.63	72.73	77.09	81.71	86.62	90.95	95.49
1 1/2"	89.14	105.18	111.49	118.18	125.27	131.54	138.11
2"	129.54	152.86	162.03	171.75	182.06	191.16	200.72
3"	251.16	296.37	314.15	333.00	352.98	370.63	389.17
4"	445.51	525.70	557.24	590.68	626.12	657.42	690.29
6"	850.57	1003.67	1063.89	1127.72	1195.39	1255.16	1317.91
8"	1296.06	1529.36	1621.12	1718.38	1821.49	1912.56	2008.19
10"	1782.12	2102.90	2229.07	2362.82	2504.59	2629.82	2761.31
Quantity Charge (Cubic feet per billing) Quantity Charge (per CCF per billing cycle)							
First 25,000, per CCF First 250 CCF	1.63**	3.65	3.87	4.10	4.34	4.56	4.79
Next 1,975,000, per CCF Next 19,750 CCF	1.63**	2.85	3.03	3.21	3.40	3.57	3.75
Over 2,000,000, per CCF Over 20,000 CCF	1.63**	2.16	2.29	2.42	2.57	2.70	2.83

***Hospitals, Zoological Parks, and Museums special rate classification will be eliminated effective January 1, 2027.*

- 1 **SECTION NINE. Affordability Rates.** There is hereby enacted a new Section
- 2 23.20.040 of the Revised Code to read as follows:
- 3 Affordability Rates.
- 4 A. The following water rates for non-metered connections are hereby imposed
- 5 for Qualified Affordability Customers, subject to the Inflation Adjustment:

	2026 (7/1/26)	2027 (1/1/27)	2028 (1/1/2028)	2029 (1/1/2029)	2030 (1/1/2030)	2031 (1/1/2031)	2032 (1/1/2032)
Proposed Increase	-	18%	6%	6%	6%	5%	5%

Room charge, Each	3.29	3.88	4.11	4.36	4.62	4.85	5.09
Water Closet, Each	12.88	15.20	16.11	17.08	18.10	19.01	19.96
Baths, Each	10.80	12.75	13.51	14.32	15.18	15.94	16.74
Shower, Separate from bath, Each	10.80	12.75	13.51	14.32	15.18	15.94	16.74
Sprinkling charge, Linear Foot	0.22	0.26	0.27	0.29	0.31	0.32	0.34

1 B. The readiness-to-serve charge and quantity charge for any Qualified

2 Affordability Customer shall be as follows, subject to the Inflation Adjustment:

	2026** (7/1/26)	2027 (1/1/27)	2028 (1/1/2028)	2029 (1/1/2029)	2030 (1/1/2030)	2031 (1/1/2031)	2032 (1/1/2032)
Proposed Increase	-	18%	6%	6%	6%	5%	5%
Readiness-to-serve charge							
5/8"	20.86	24.62	26.09	27.66	29.32	30.79	32.33
3/4"	24.31	28.69	30.41	32.24	34.17	35.88	37.67
1"	30.82	36.36	38.54	40.86	43.31	45.47	47.75
1 1/2"	44.57	52.59	55.75	59.09	62.64	65.77	69.06
2"	64.77	76.43	81.01	85.88	91.03	95.58	100.36
3"	125.58	148.19	157.08	166.50	176.49	185.32	194.58
4"	222.75	262.85	278.62	295.34	313.06	328.71	345.15
6"	425.28	501.83	531.94	563.86	597.69	627.58	658.96
8"	648.03	764.68	810.56	859.19	910.74	956.28	1004.10
10"	891.06	1051.45	1114.54	1181.41	1252.29	1314.91	1380.65
Quantity Charge (Cubic feet per billing)	Quantity Charge (per CCF per billing cycle)						
First 25,000, per CCF First 250 CCF	1.55	1.82	1.93	2.05	2.17	2.28	2.40
Next 1,975,000, per CCF Next 19,750 CCF	2.42	2.85	3.03	3.21	3.40	3.57	3.75

Over 2,000,000, per CCF Over 20,000 CCF	1.83	2.16	2.29	2.42	2.57	2.70	2.83

1 C. As used in this Section 23.20.040, “Qualified Affordability Customer” shall
2 mean a residential customer who makes a written application to the Water Commissioner,
3 which application has been approved by the Water Commissioner for the reduced rates set
4 forth in Paragraph A or B of this Section 23.20.040, as applicable, to be known as the
5 “Affordability Rate.”

6 D. Eligibility for status as a Qualified Affordability Customer shall be
7 determined based on criteria established by the Water Commissioner, which may include,
8 but are not limited to: household income; age of applicant; demonstrated eligibility from
9 past assistance programs; and/or documented impact from a natural or man-made disaster.

10 E. To remain eligible for use of the Affordability Rate, a Qualified
11 Affordability Customer must be current in their Water Division account. Customers with
12 delinquent balances may be required to enter and remain current on an approved repayment
13 agreement as a condition of eligibility or continued participation. Failure to comply with
14 such requirements may result in suspension or termination of Qualified Affordability
15 Customer status. A customer with a delinquent balance that is actively enrolled in and
16 current with a repayment plan shall be deemed to be current in their Water Division account
17 for the purposes of this Section 23.20.040.

18 F. Any Qualified Affordability Customer or person applying for such status
19 who knowingly provides false, misleading, or incomplete information or otherwise
20 engages in fraud or abuse with respect to the Affordability Rate, as determined by the Water
21 Commissioner, shall immediately lose status as a Qualified Affordability Customer and be
22 ineligible to apply for such status in the future. The Water Commissioner is authorized to

1 retroactively recover the difference between the Affordability Rate and the standard water
2 rate for any period in which the Affordability Rate was improperly obtained, in addition to
3 any other remedies permitted by law or ordinance.

4 G. The Water Commissioner may require periodic recertification of eligibility
5 for Qualified Affordability Customer status. Continued participation is conditioned upon
6 ongoing compliance with Water Division requirements. The Water Commissioner may
7 suspend or revoke participation for failure to meet eligibility criteria, comply with
8 recertification requirements, or adhere to the program established under this Section
9 23.20.040.

10 **SECTION TEN. Water turn-on Service Charge.** Section Nine of Ordinance
11 71683, codified at Section 23.16.020 of the Revised Code, is hereby amended by replacing
12 the figure “\$40.00” with the figure “\$50.00.”

13 **SECTION ELEVEN. Shutoff for Delinquency.** There is hereby enacted a new
14 Section 23.06.130 of the Revised Code to read as follows:

15 Shutoff for Delinquency. The Collector of Revenue shall furnish the Water
16 Commissioner a written list each day of all water bills paid the previous day. The Water
17 Commissioner shall shut off the water from all premises for the nonpayment of delinquent
18 bills. Water shall not again be furnished thereto until all outstanding obligations for water
19 supplied to such premises shall have been paid in full, or the property owner or account
20 holder has entered into and is in compliance with an approved repayment agreement with
21 the Water Division or the Collector of Revenue, and a charge of \$75.00 has been paid in
22 advance for turning on such water, subject to the Inflation Adjustment.

1 **SECTION TWELVE. Fire Protection Connections.** Section Eleven of
2 Ordinance 71683, codified at Section 23.04.220 of the Revised Code, is hereby amended
3 by replacing the phrase “Two Hundred Eighty-Eight Dollars (\$288.00)” with the phrase
4 “Two Hundred Ninety-Seven Dollars (\$297).”

5 **SECTION THIRTEEN. Annual Update.** There is hereby enacted a new Section
6 23.02.070 of the Revised Code to read as follows:

7 Annual Update. The Water Division shall submit an annual update to the Clerk of
8 the Board of Aldermen no later than October 1 of each calendar year and shall present the
9 report at a meeting of the Board of Aldermen's Public Infrastructure and Utilities
10 Committee (or such other committee to which, pursuant to the rules of the Board of
11 Aldermen, bills affecting matters that are the subject of this Ordinance are assigned) during
12 that month of May. The Water Division's update shall include a list of projects with their
13 current status and progress. It shall include any other related documents as may be
14 requested by the Public Infrastructure and Utilities Committee. The report shall be posted
15 19 on the Water Division's website by October 1 of each calendar year.

16 **SECTION FOURTEEN. Emergency.** This ordinance, being deemed necessary
17 for the immediate preservation of the public peace and safety, is declared to be an
18 emergency ordinance under Article IV, Sections 19 and 20 of the Charter of the City of St.
19 Louis, and it shall take effect and be in full force immediately upon its passage and approval
20 by the Mayor or its adoption over her veto.

ORDINANCE 71683

BOARD BILL NUMBER 49 COMMITTEE SUBSTITUTE AS AMENDED INTRODUCED BY ALDERWOMAN ANNE SCHWEITZER

1 An ordinance pertaining to water rates; finding, determining and declaring that an increase
2 in certain water rates is necessary for certain purposes; defining certain terms; repealing
3 **Ordinance Number 68694**, which is presently codified as Sections 23.04.220, 23.06.130,
4 23.16.020, 23.16.025, 23.16.040, 23.18.070, 23.20.020, 23.20.030, and 23.20.040, Revised
5 Code of The City of St. Louis (“*Revised Code*”) and repealing Section 3 of **Ordinance**
6 **Number 63136**, presently codified as Section 23.20.015 of the Revised Code; enacting
7 twelve new sections relating to the same subject; and containing an emergency provision.

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

9 **SECTION ONE.** Findings and Determinations. It is hereby found, determined and
10 declared by the Board of Aldermen of the City of St. Louis that increases in certain water
11 rates as hereinafter provided are absolutely necessary to provide revenues sufficient (a) for
12 the maintenance and operation of the City's waterworks and water facilities (b) to pay the
13 running expenses of the Water Division, (c) to pay when due the principal of, redemption
14 premium, if any, and interest on all outstanding St. Louis Water Revenue Bonds series
15 2013, as required by Article XIII Section 11 of the St. Louis City Charter, (d) to fund an
16 operating reserve fund and (e) to satisfy the requirements of the Indenture of Trust dated
17 as of April 1, 1994, by and between the City and UMB (the "*Indenture*"), as amended and
18 supplemented.

19 **SECTION TWO.** Repeals. The following ordinance provisions are hereby repealed
20 effective July 1, 2023, or on the effective date of this ordinance, whichever is later:

Page 1 of 13
Board Bill Number 49
Committee Substitute As Amended
Schweitzer
June 2, 2023

1 **Ordinance Number 68694** in its entirety, presently codified as Sections 23.04.220,
2 23.06.130, 23.16.020, 23.16.025, 23.16.040, 23.18.070, 23.20.020, 23.20.030, and
3 23.20.040; and Section 3 of **Ordinance Number 63136**, presently codified at Section
4 23.20.015 of the Revised Code.

5 **SECTION THREE.** There is hereby enacted a new ordinance to be codified at Sections
6 23.16.025, 23.18.15 and 23.20.015 of the Revised Code to be and read as follows:

7 Definitions and Inflation Adjustment.

8 A. “Implementation Date” shall mean the Date as of which the rates of this
9 Chapter are effective, which shall be July 1, 2023, or the effective date of this ordinance,
10 whichever is later.

11 B. “First Year” shall mean the time period beginning on the Implementation
12 Date and ending on December 31, 2023.

13 C. “Second and Third Years” shall mean the calendar years beginning on
14 January 1, 2024 and ending December 31, 2025.

15 D. “Inflation Adjustment” shall mean that notwithstanding the rates enacted
16 for the First Year and any rates enacted for the Second and Third Years, (a) on January 1
17 of each calendar year from January 1, 2026 and thereafter each water rate and service
18 charge specified in Sections 5 to 11 of this ordinance shall increase automatically by the
19 annual change in CPI-U for the preceding calendar year as published by the U.S. Bureau
20 of Labor Statistics in the event that the CPI-U for the preceding calendar year is a positive
21 number; and (b) in the event the CPI-U for the preceding calendar year is not a positive
22 number, the rate or service charge shall continue without change for another calendar year.

1 **SECTION FOUR.** There is hereby enacted a new Section 23.16.040 of the Revised Code
2 to be and read as follows:

3 Flat Rates. The following rates and charges are hereby imposed, subject to the
4 Inflation Adjustment:

5 A. Flat Rate for Domestic Use.

6 1. For the use of water for domestic family residence, flat or apartment
7 purposes, for periods of three months in advance:

8 FIRST YEAR

9 Room charge, each..... \$4.51

10 Water closet, each.....\$17.66

11 Baths, each..... \$14.82

12 Shower, separate from bath, each..... \$14.82

13 SECOND AND THIRD YEARS

14 Room charge, each..... \$5.41

15 Water closet, each.....\$21.19

16 Baths, each..... \$17.78

17 Shower, separate from bath, each..... \$17.78

18 2. Sprinkling charge of \$0.30 per front foot shall be assessed each
19 three-month billing period for lawn sprinkling and other outside uses beginning with the
20 Implementation Date of this ordinance.

21 Sprinkling charge of \$0.36 per front foot shall be assessed each three-month
22 billing period for lawn sprinkling and other outside uses for the Second and Third Years.

1 B. Temporary Use of Flat Rate. In those cases where users are not eligible for
2 flat rates as enumerated in Section 23.16.060, Revised Code, and where existing water
3 service is unmetered as of the effective date of this ordinance, it shall be the duty of the
4 Water Commissioner, as soon as possible, to cause the installation or setting of the required
5 meter. In the interim, bills shall be rendered to these customers on the basis of the
6 appropriate flat rates imposed by this ordinance.

7 C. Swimming Pool Charge.

8 1. A flat water rate shall be applied where a swimming pool, pond or
9 other pool is found on the premises having a capacity of more than one hundred (100) cubic
10 feet and less than two thousand (2,000) cubic feet which are not metered under Section
11 23.16.060, Revised Code. Said flat rate shall be payable for periods of three (3) months in
12 advance as follows:

13 Swimming pool, pond or other pool having a capacity of more than 100 but less
14 than 501 cubic feet--\$33.34

15 Swimming pool, pond or other pool having a capacity of 501 but less than 1,001
16 cubic feet--\$46.66

17 Swimming pool, pond or other pool having a capacity of 1,001 but less than 1,501
18 cubic feet--\$60.02

19 Swimming pool, pond or other pool having a capacity of 1,501 but less than 2,000
20 cubic feet--\$73.34

21 2. After paying the flat rates imposed under the foregoing Subsection
22 5(c)1 or Section 5(c)1 of **Ordinance Number 68694**, or both, for a minimum of one (1)

1 year, the user making said payments shall have the option to pay at meter rates as provided
2 by Chapter 23.18, Revised Code. Such options shall be exercised in writing on forms
3 supplied by the Water Commissioner. The user shall provide for the meter by having a
4 meter box and set up installed on the service in accordance with Section 23.04.210, Revised
5 Code, at the user's own expense.

6 **SECTION FIVE.** There is hereby enacted a new Section 23.18.070 to be and read as
7 follows:

8 Metered Rates. The following rates are hereby imposed, subject to the Inflation
9 Adjustment:

10 A. Water furnished to all metered connections shall be assessed for use per
11 three-month billing period, or less, at rates equal to the combined sum of a readiness-to-
12 serve charge and a quantity charge.

13 B. The readiness-to-serve charge shall be determined by the size of the meter
14 and shall be as follows:

15 FIRST YEAR

16 METER

17	5/8".....	\$28.61
18	3/4".....	\$33.34
19	1".....	\$42.26
20	1½".....	\$61.12
21	2".....	\$88.82
22	3".....	\$172.21

1	4".....	\$305.46
2	6".....	\$583.19
3	8".....	\$888.64
4	10".....	\$1,221.90

5 SECOND AND THIRD YEARS

6 METER

7	5/8".....	\$34.33
8	3/4".....	\$40.01
9	1".....	\$50.71
10	1½".....	\$73.34
11	2".....	\$106.58
12	3".....	\$206.65
13	4".....	\$366.55
14	6".....	\$699.83
15	8".....	\$1066.37
16	10".....	\$1466.28

17 C. Should water be furnished through two (2) or more separate meters, the
18 readiness-to-serve charge shall be the combined total of the readiness-to-serve charge for
19 each meter. Should water be furnished through a single meter containing two (2) or more
20 metering elements, the readiness-to-serve charge shall be that for a single meter the size of
21 the largest metering element.

22 D. The quantity charge shall be at the following rates:

1 FIRST YEAR

- 2 (i) For first 25,000 cubic feet per billing, per 100 cubic feet, \$2.12
- 3 (ii) For next 1,975,000 cubic feet per billing, per 100 cubic feet, \$1.66
- 4 (iii) Over 2,000,000 cubic feet per billing, per 100 cubic feet, \$1.25

5 SECOND AND THIRD YEARS

- 6 (i) For first 25,000 cubic feet per billing, per 100 cubic feet, \$2.54
- 7 (ii) For next 1,975,000 cubic feet per billing, per 100 cubic feet, \$1.99
- 8 (iii) Over 2,000,000 cubic feet per billing, per 100 cubic feet, \$1.50

9 E. Should water be furnished through two (2) or more meters or through a

10 single meter with two (2) or more metering elements, the quantity charge shall be based on

11 the combined total of all water used as indicated by all registers.

12 **SECTION SIX.** There is hereby enacted a new Section 23.20.020 to be and read as

13 follows: Special Rates in Hospitals or Charitable Institutions.

14 The following rates are hereby imposed, subject to the Inflation Adjustment:

15 A. The quantity charge for the use of water by any hospital or charitable

16 institution in the City which shall make written application to the Water Commissioner,

17 signed by its president, secretary or managing officer, asking for a special charity rate, and

18 stating that free service is furnished to not less than ten (10) percent of its patients, members

19 or inmates, and giving special details of the management as are necessary to show the

20 philanthropic nature of the institution shall, if approved by the Water Commissioner, be

1 assessed for the water used in the institution at a special rate of \$1.12 per 100 cubic feet
2 for the First Year, \$1.34 per 100 cubic feet for the Second and Third Years.

3 B. In addition to the quantity charge, there shall be assessed each billing
4 period a readiness-to-serve charge for each meter in accordance with the schedule set forth
5 in Section Five of this ordinance.

6 **SECTION SEVEN.** There is hereby enacted a new Section 23.20.030 to be and read as
7 follows:

8 School Rates.

9 The following rates are hereby imposed, subject to the Inflation Adjustment:

10 A. The quantity charge for the use of water by any public, parochial, inter-
11 parochial schools, public libraries, and art museum of the Art Museum subdistrict of the
12 Metropolitan Zoological Park and Museum District of the City of St. Louis and the County
13 of St. Louis shall be assessed for the water used in the institution at a special rate of \$1.25
14 per 100 cubic feet for the First Year, \$1.50 per 100 cubic feet for the Second and Third
15 Years.

16 B. In addition to the quantity charge, there shall be assessed each billing period
17 a readiness-to-serve charge for each meter in accordance with the schedule set forth in
18 Section Five of this ordinance.

19 **SECTION EIGHT.** There is hereby enacted a new Section 23.20.040 to be and read as
20 follows:

21 Zoological Parks.

22 The following rates are hereby imposed, subject to the Inflation Adjustment:

1 A. The quantity charge for the use of water by zoological parks of the
2 Zoological subdistrict of the Metropolitan Zoological Park and Museum District of the City
3 of St. Louis and the County of St. Louis shall be assessed for the water used in the
4 institution at a special rate of \$1.12 per 100 cubic feet for the First Year, \$1.34 per 100
5 cubic feet for the Second and Third Years.

6 B. In addition to the quantity charge, there shall be assessed each billing period
7 a readiness-to-serve charge for each meter in accordance with the schedule set forth in
8 Section Five of this ordinance.

9 **SECTION NINE.** There is hereby enacted a new Section 23.16.020 to be and read as
10 follows:

11 Water turn-on Service Charge. A service charge equal to \$40.00 shall be collected in
12 advance for turning on water to new flat rate and meter accounts, subject to the Inflation
13 Adjustment.

14 **SECTION TEN.** There is hereby enacted a new Section 23.16.130 to be and read as
15 follows:

16 Shutoff for Delinquency. The Collector of Revenue shall furnish the Water Commissioner
17 a written list each day of all water bills paid the previous day. The Water Commissioner
18 shall shut off the water from all premises for the nonpayment of delinquent bills. Water
19 shall not again be furnished thereto until all outstanding obligations for water supplied to
20 such premises shall have been paid in full and a charge of \$50.00 has been paid in advance
21 for turning on such water, subject to the Inflation Adjustment.

1 **SECTION ELEVEN.** There is hereby enacted a new Section 23.04.220 to be and read as
2 follows:

3 Fire Protection Connections.

4 A. All new and existing installations for private sprinkler type protection shall
5 be provided with a suitable control valve just inside the building or property line.
6 Connections serving automatic sprinkler equipment must be equipped with an approved
7 type of water flow alarm service of any of local and central station alarms, local alarms and
8 watchman with watch service, or approved outdoor local alarms where there is no
9 watchman on the premises. Water through these connections shall be used to extinguish
10 fires only and the use of water for any other purpose is expressly prohibited. No meter shall
11 be required on connections used to supply private fire protection systems with sprinkler
12 equipment only. Where new and existing connections for private fire protection supply
13 standpipe and hose rack systems or private fire hydrants are or have been installed, a
14 detector check valve with bypass meter and vault shall be installed at the expense of the
15 applicant and if it is found that water is being used for purposes other than the
16 extinguishment of fires or testing, the Water Commissioner shall install a fire service meter
17 and vault at the expense of the owner or occupant. Prior to installation the Water
18 Commissioner shall require a deposit for the estimated cost of all fire service meter and
19 vault installations within ten (10) days of notification or the water shall be shut off from
20 the water main and the Insurance Services Office of Missouri and the Fire Marshal notified
21 of this action. A service charge of Two Hundred Eighty-Eight Dollars (\$288.00), subject
22 to the Inflation Adjustment, shall be assessed against each connection made with the mains

1 of the Water Division for all new and existing private fire protection connections used to
2 supply sprinkler equipment only and against all new and existing private fire protection
3 connections regulated by detector check valves with bypass meters. Should water in excess
4 of that required for the emergency extinguishment of fires be used through any private fire
5 protection system regulated by a detector check valve with bypass meter then such water
6 use shall be assessed a quantity charge, but not the readiness-to-serve charge, at the rates
7 set forth in Section Six of this ordinance. Private fire protection connections regulated by
8 fire service meters shall be assessed the regular meter rates as set forth in Section Six of
9 this ordinance. For any private fire protection connection regulated either by a detector
10 check valve with bypass meter or by a fire meter an adjustment will be made for water used
11 for the emergency extinguishment of fire where such use is claimed and certified to the
12 Water Commissioner by the occupant or owner. In cases where these bills are not paid
13 within thirty (30) days, the Water Commissioner shall cause the connection to be shut off
14 and notify the Insurance Services Office of Missouri and the Fire Marshal of this action.

15 B. Sprinkler protection shall be considered a piping system with nationally
16 recognized testing laboratory approved sprinkler heads attached. Stand-pipe and hose racks
17 systems shall be considered any arrangements of piping whereby hoses for fighting fires
18 can be attached to the pipes and used either by the occupant or owner or the Fire
19 Department. A fire hydrant shall be considered any water connection with an outlet at least
20 two and one-half (2 1/2) inches inside diameter and provided with the same size threads
21 used by the St. Louis Fire Department. Two (2) inch or smaller fire protection connections

1 shall be used only when approved by the Fire Marshal and by the Water Commissioner and
2 no water for purposes other than fire extinguishment shall be taken from such connections.

3 C. Limited service sprinklers attached to domestic service lines shall conform
4 to the following minimum requirements. One (1) sprinkler head per fire area when supplied
5 from a one (1) inch domestic service. Two (2) sprinkler heads per fire area when supplied
6 from a one-and-one-half (1 1/2) inch domestic service. Four (4) sprinkler heads per fire
7 area when supplied from a two (2) inch domestic service. A fire area shall be a confined
8 area which may contain hazardous substances. Limited service sprinklers in any one (1)
9 building shall be limited to a maximum of twenty (20) sprinklers. No sprinkler supply lines
10 shall be attached to the domestic service before the domestic water meter.

11 **SECTION TWELVE.** The Water Division shall submit an annual update to the Clerk of
12 the Board of Aldermen no later than May 1 of each calendar year and shall present the
13 report at a meeting of the Board of Aldermen's Public Infrastructure and
14 Utilities Committee (or such other committee to which, pursuant to the rules of the Board
15 of Aldermen, bills affecting matters that are the subject of this Ordinance are assigned)
16 during that month of May. The Water Division's update shall include a list of projects with
17 their current status and progress. It shall include any other related documents as may be
18 requested by the Public Infrastructure and Utilities Committee. The report shall be posted
19 on the Water Division's website by May 1 of each calendar year.

20 **SECTION THIRTEEN.** Emergency. This being an ordinance necessary for the
21 preservation of the public peace, health, and safety, it is hereby declared to be an emergency
22 ordinance under Article IV, Sections 19 and 20 of the Charter of the City of St. Louis, and

- 1 it shall take effect and be in full force immediately upon its passage and approval by the
- 2 Mayor or its adoption over their veto.

ORDINANCE #68694
Board Bill No. 100
Committee Substitute

An ordinance pertaining to water rates; finding, determining and declaring that an increase in certain water rates is necessary for certain purposes; defining certain terms; repealing Ordinance 67919, parts of which are presently codified as Sections 23.04.220, 23.06.130, 23.16.020, 23.16.025, 23.16.040, 23.18.070, 23.20.020, 23.20.030, and 23.20.040, Revised Code, City of St. Louis 1994, Anno. ("Revised Code"), all having as their subject water rates and charges; enacting in lieu thereof nine new sections relating to the same subject; with an emergency provision.

NOW THEREFORE, BE IT ORDAINED BY THE CITY OF ST. LOUIS AS FOLLOWS:

Section 1. Findings and Determinations. It is hereby found, determined and declared by the Board of Aldermen of the City of St. Louis that increases in certain water rates as hereinafter provided are absolutely necessary to provide revenues sufficient (a) for the maintenance and operation of the City's waterworks and water facilities (b) to pay the running expenses of the Water Division, (c) to pay when due the principal of, redemption premium, if any, and interest on all outstanding St. Louis Water Revenue Refunding Bonds, Series 1998, as required by Article XIII Section 11 of the St. Louis City Charter, (d) to comply with the requirements of the Indenture of Trust dated as of April 1, 1994, by and between the City and Mark Twain Bank (the "Indenture"), and (e) to fund an operating reserve fund.

Section 2. Repeals. The following ordinance provisions are hereby repealed effective on the Implementation Date, as hereinafter defined, or on the effective date of this ordinance, whichever is later: Ordinance 67919, parts of which are presently codified as Sections 23.04.220, 23.06.130, 23.16.020, 23.16.025, 23.16.040, 23.18.070, 23.20.020, 23.20.030, and 23.20.040, Revised Code.

Section 3. Definitions. As used in this Ordinance, "Implementation Date" means the time period beginning on July 1, 2010, or the effective date of this ordinance whichever is later.

Section 4. Effective Date of Rates and Changes. The rates and charges imposed by Sections 5 to 12, inclusive, of this ordinance shall be effective on the Implementation Date.

Section 5. Flat Rates. The following water rates are hereby imposed:

(a) Flat rate for domestic use.

For the use of water for domestic family residence, flat or apartment purposes, for periods of three months in advance:

Room charge, each..... \$ 3.76

Water closet, each.....\$14.72

Baths, each..... \$ 12.35

Shower, separate from bath, each..... \$ 12.35

Sprinkling charge of \$.25 per front foot shall be assessed each three month billing period for lawn sprinkling and other outside uses beginning with the Implementation Date of this ordinance.

(b) Temporary use of flat rate.

In those cases where users are not eligible for flat rates as enumerated in Section 23.16.060, Revised Code, and where existing water service is unmetered as of the effective date of this ordinance, it shall be the duty of the Water Commissioner, as soon as possible, to cause the installation or setting of the required meter. In the interim, bills shall be rendered to these customers on the basis of the appropriate flat rates imposed by this ordinance.

(b) Swimming pool charge.

A flat water rate shall be applied where a swimming pool, pond or other pool is found on the premises having a capacity of more than one hundred (100) cubic feet and less than two thousand (2,000) cubic feet which are not metered under Section 23.16.060, Revised Code. Said flat rate shall be payable for periods of three (3) months in advance as follows:

Swimming pool, pond or other pool having a capacity of more than 100 but less than 501 cubic feet--\$23.15

Swimming pool, pond or other pool having a capacity of 501 but less than 1,001 cubic feet--\$32.40

Swimming pool, pond or other pool having a capacity of 1,001 but less than 1,501 cubic feet--\$41.68

Swimming pool, pond or other pool having a capacity of 1,501 but less than 2,000 cubic feet--\$50.93

After paying the flat rates imposed under the foregoing Subsection (c)1 or Section 5(c)1 of Ordinance 67919, or both, for a minimum of one (1) year, the user making said payments shall have the option to pay at meter rates as provided by Chapter 23.18, Revised Code. Such options shall be exercised in writing on forms supplied by the Water Commissioner. The user shall provide for the meter by having a meter box and set up installed on the service in accordance with Section 23.04.210, Revised Code, at the user's own expense.

Section 6. Metered Rates.

(a) Water furnished to all metered connections shall be assessed for use per three-month billing period, or less, at rates equal to the combined sum of a readiness-to-serve charge and a quantity charge.

(b) The readiness-to-serve charge shall be determined by the size of the meter and shall be as follows:

5/8"	\$ 23.84
3/4"	27.78
1"	35.22
1½"	50.93
2"	74.02
3"	143.51
4"	254.55
6"	485.99
8"	740.53
10"	1,018.25

(c) Should water be furnished through two (2) or more separate meters, the readiness-to-serve charge shall be the combined total of the readiness-to-serve charge for each meter. Should water be furnished through a single meter containing two (2) or more metering elements, the readiness-to-serve charge shall be that for a single meter the size of the largest metering element.

(d) The quantity charge shall be at the following rates:

(i) For first 25,000 cubic feet per billing, per 100 cubic feet, \$1.77.

(ii) For next 1,975,000 cubic feet per billing, per 100 cubic feet, \$1.38.

(iii) Over 2,000,000 cubic feet per billing, per 100 cubic feet, \$1.04.

(e) Should water be furnished through two (2) or more meters or through a single meter with two (2) or more metering elements, the quantity charge shall be based on the combined total of all water used as indicated by all registers.

Section 7. Special Rates in Hospitals or Charitable Institutions.

(a) The quantity charge for the use of water by any hospital or charitable institution in the City which shall make written application to the Water Commissioner, signed by its president, secretary or managing officer, asking for a special charity rate, and stating that free service is furnished to not less than ten (10) percent of its patients, members or inmates, and giving special details of the management as are necessary to show the philanthropic nature of the institution shall, if approved by the Water Commissioner, be assessed for the water used in the institution at a special rate of \$0.93 per 100 cubic feet.

(b) In addition to the quantity charge, there shall be assessed each billing period a readiness-to-serve charge for each meter in accordance with the schedule set forth in Section 6 of this ordinance.

Section 8. School Rates.

(a) The quantity charge for the use of water by any public, parochial, inter-parochial schools, public libraries, and art museum of the Art Museum subdistrict of the Metropolitan Zoological Park and Museum District of the City of St. Louis and the County of St. Louis shall be assessed for the water used in the institution at a special rate of \$1.04 per 100 cubic feet. In addition to the quantity charge, there shall be assessed each billing period a readiness-to-serve charge for each meter in accordance with the schedule set forth in Section Six of this ordinance.

Section 9. Zoological Parks.

(a) The quantity charge for the use of water by zoological parks of the Zoological subdistrict of the Metropolitan Zoological Park and Museum District of the City of St. Louis and the County of St. Louis shall be assessed for the water used in the institution at a special rate of \$0.93 per 100 cubic feet.

(b) In addition to the quantity charge, there shall be assessed each billing period a readiness-to-serve charge for each meter in accordance with the schedule set forth in Section Six of this ordinance.

Section 10. Water turn-on Service Charge.

A service charge equal to the then current Section 11 Shutoff for Delinquency rate shall be collected in advance for turning on water to new flat rate and meter accounts.

Section 11. Shutoff for Delinquency.

The Collector of Revenue shall furnish the Water Commissioner a written list each day of all water bills paid the previous day. The Water Commissioner shall shut off the water from all premises for the nonpayment of delinquent bills. Water shall not again be furnished thereto until all outstanding obligations for water supplied to such premises shall have been paid in full and a charge of \$30.00 has been paid in advance for turning on such water.

Fire Protection Connections.

(a) All new and existing installations for private sprinkler type protection shall be provided with a suitable control valve just inside the building or property line. Connections serving automatic sprinkler equipment must be equipped with an approved type of water flow alarm service of any of local and central station alarms, local alarms and watchman with watch service, or approved outdoor local alarms where there is no watchman on the premises. Water through these connections shall be used to extinguish fires only and the use of water for any other purpose is expressly prohibited. No meter shall be required on connections used to supply private fire protection systems with sprinkler equipment only. Where new and existing connections for private fire protection supply standpipe and hose rack systems or private fire hydrants are or have been installed, a detector check valve with bypass meter and vault shall be installed at the expense of the applicant and if it is found that water is being used for purposes other

than the extinguishment of fires or testing, the Water Commissioner shall install a fire service meter and vault at the expense of the owner or occupant. Prior to installation the Water Commissioner shall require a deposit for the estimated cost of all fire service meter and vault installations within ten (10) days of notification or the water shall be shut off from the water main and the Insurance Services Office of Missouri and the Fire Marshal notified of this action. A service charge of One Hundred Sixty-Eight dollars (\$168.00) shall be assessed against each connection made with the mains of the Water Division for all new and existing private fire protection connections used to supply sprinkler equipment only and against all new and existing private fire protection connections regulated by detector check valves with bypass meters. Should water in excess of that required for the emergency extinguishment of fires be used through any private fire protection system regulated by a detector check valve with bypass meter then such water use shall be assessed a quantity charge, but not the readiness-to-serve charge, at the rates set forth in Section Six of this ordinance. Private fire protection connections regulated by fire service meters shall be assessed the regular meter rates as set forth in Section Six of this ordinance. For any private fire protection connection regulated either by a detector check valve with bypass meter or by a fire meter an adjustment will be made for water used for the emergency extinguishment of fire where such use is claimed and certified to the Water Commissioner by the occupant or owner. In cases where these bills are not paid within thirty (30) days, the Water Commissioner shall cause the connection to be shut off and notify the Insurance Services Office of Missouri and the Fire Marshal of this action.

(b) Sprinkler protection shall be considered a piping system with nationally recognized testing laboratory approved sprinkler heads attached. Stand-pipe and hose racks systems shall be considered any arrangements of piping whereby hoses for fighting fires can be attached to the pipes and used either by the occupant or owner or the Fire Department. A fire hydrant shall be considered any water connection with an outlet at least two and one-half (2 1/2) inches inside diameter and provided with the same size threads used by the St. Louis Fire Department. Two (2) inch or smaller fire protection connections shall be used only when approved by the Fire Marshal and by the Water Commissioner and no water for purposes other than fire extinguishment shall be taken from such connections.

(c) Limited service sprinklers attached to domestic service lines shall conform to the following minimum requirements. One (1) sprinkler head per fire area when supplied from a one (1) inch domestic service. Two (2) sprinkler heads per fire area when supplied from a one-and-one-half (1 1/2) inch domestic service. Four (4) sprinkler heads per fire area when supplied from a two (2) inch domestic service. A fire area shall be a confined area which may contain hazardous substances. Limited service sprinklers in any one (1) building shall be limited to a maximum of twenty (20) sprinklers. No sprinkler supply lines shall be attached to the domestic service before the domestic water meter.

Section 12. Emergency.

This being an ordinance necessary for the preservation of the public peace, health and safety, it is hereby declared to be an emergency ordinance under Article IV, Sections 19 and 20 of the Charter of the City of St. Louis, and it shall take effect and be in full force immediately upon its passage and approval by the Mayor or its adoption over his veto.

Approved: June 25, 2010

St. Louis City Ordinance 63136

FLOOR SUBSTITUTE

BOARD BILL NO. [93] 306

INTRODUCED BY ALDERMAN Robert Ruggeri

An ordinance pertaining to water rates; finding, determining and declaring that an increase in certain water rates is necessary for certain purposes; defining certain terms; repealing certain parts of Section Four of Ordinance 59524, which constitute part of and are presently codified in the Revised Code, St. Louis 1980 Anno.: Section 4 (23.16.040); (23.16.050); (23.16.070); (23.16.080); (23.18.070); (23.20.020); (23.20.030); and (23.20.040), all having as their subject water rates and charges; enacting in lieu thereof one new section with eight subsections; with an emergency clause.

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

Section One. It is hereby found, determined and declared by the Board of Aldermen of the City of St. Louis that increases in certain water rates as hereinafter provided, are necessary to provide revenues sufficient for the maintenance and operation of the City's waterworks and water facilities and at least to pay the running expenses of the Water Division, and for the payment of the outstanding St. Louis Water Revenue Bonds, Series 1985 as required by Article XIII Section 11 of the St. Louis City Charter and for the payment of the principal of and interest on all additional outstanding Water Revenue Bonds when such bonds become due.

Section Two. The following parts of Section One of Ordinance 59524, numbered and referred to in such section as new sections of the Revised Code, presently codified in the Revised Code, St. Louis, 1980 Anno., as part of Ordinance 59524, and any other Ordinances or parts thereof inconsistent herewith, are hereby repealed: Section 4 (23.16.040); (23.16.050); (23.16.070); (23.16.080); (23.18.070); (23.20.020); (23.20.030); and (23.20.040).

Section Three. As used in this Ordinance, First Year means the year beginning on the effective date of this Ordinance, and Second and Third Years mean the years beginning on the second and third anniversaries of such effective date, respectively.

Section Four. The following water rates are hereby imposed:

(a) Flat rate for domestic use.

For the use of water for domestic family residence, flat or apartment purposes, for periods of three months in advance:

FIRST YEAR

Room charge, each \$1.85
Water closet, each \$7.22
Baths, each \$6.06
Shower, separate from bath, each \$6.06

SECOND YEAR

Room charge, each \$2.09
Water closet, each \$8.16
Baths, each \$6.85
Shower, separate from bath, each \$6.85

THIRD YEAR

Room charge, each \$2.24
Water closet, each \$8.73
Baths, each \$7.33
Shower, separate from bath, each \$7.33

Sprinkling charge of \$.124 per front foot shall be assessed each three month billing period for lawn sprinkling and other outside uses the first year after the effective date of the ordinance. This charge shall be \$.140 per foot the second year and \$.150 per front foot the third year.

(c) Temporary use of flat rate.

In those cases where users are not eligible for flat rates as enumerated in Section 23.16.060, and where existing water service is unmetered as of the effective date of the ordinance, it shall be the duty of the Water Commissioner, as soon as possible, to install or set the required meter. In the interim, bills shall be rendered to these customers on the basis of the appropriate flat rates in effect prior to the passage of this ordinance, plus twenty-two percent (22%) thereof.

(d) Swimming pool charge.

1. A flat water rate shall be applied where a swimming pool, pond or other pool is found on the premises having a capacity of more than one hundred (100)

cubic feet and less than two thousand (2,000) cubic feet which are not metered under Section 23.16.060. Said flat rate shall be payable for periods of three (3) months in advance as follows:

FIRST YEAR

Swimming pool, pond or other pool having a capacity of more than 100 but less than 501 cubic feet,\$11.36.

Swimming pool, pond or other pool having a capacity of 501 but less than 1,001 cubic feet,\$15.90.

Swimming pool, pond or other pool having a capacity of 1,001 but less than 1,501 cubic feet,\$20.45.

Swimming pool, pond or other pool having a capacity of 1,501 but less than 2,000 cubic feet,\$24.99.

SECOND YEAR

Swimming pool, pond or other pool having a capacity of more than 100 but less than 501 cubic feet,\$12.84.

Swimming pool, pond or other pool having a capacity of 501 but less than 1,001 cubic feet,\$17.97.

Swimming pool, pond or other pool having a capacity of 1,001 but less than 1,501 cubic feet,\$23.11.

Swimming pool, pond or other pool having a capacity of 1,501 but less than 2,000 cubic feet,\$28.24.

THIRD YEAR

Swimming pool, pond or other pool having a capacity of more than 100 but less than 501 cubic feet,\$13.74.

Swimming pool, pond or other pool having a capacity of 501 but less than 1,001 cubic feet,\$19.23.

Swimming pool, pond or other pool having a capacity of 1,001 but less than 1,501 cubic feet,\$24.73.

Swimming pool, pond or other pool having a capacity of 1,501 but less than 2,000 cubic feet,\$30.22.

2. After such flat rates have been paid for a minimum of one (1) year, the user making said payments shall have the option to pay at meter rates as provided by Chapter 23.18. Such options shall be exercised in writing on forms supplied by the Water Commissioner. The user shall provide for the meter by having a meter box and set up installed on the service in accordance with Section 23.04.210 at its own expense.

(e) Rates.

1. Water furnished to all metered connections shall be assessed for use per three-month billing period, or less, at rates equal to the combined sum of a readiness-to-serve charge and a quantity charge.

2. The readiness-to-serve charge shall be determined by the size of the meter and shall be as follows:

FIRST YEAR

Meter

5/8" \$11.71

3/4" 13.63

1" 17.28

1 1/4" 24.99

2" 36.34

3" 70.43

4" 124.94

6" 238.51

8" 363.45

10" 499.76

SECOND YEAR

Meter

5/8" \$13.23

3/4" 15.40

1" 19.53

1 1/4" 28.24

2" 41.06
3" 79.59
4" 141.18
6" 269.52
8" 410.70
10" 564.73

THIRD YEAR

Meter

5/8" \$14.16
3/4" 16.48
1" 20.90
1 1/4" 30.22
2" 43.93
3" 85.16
4" 151.06
6" 288.39
8" 439.45
10" 604.26

3. Should water be furnished through two (2) or more separate meters, the readiness-to-serve charge shall be the combined total of the readiness-to-serve charge for each meter. Should water be furnished through a single meter containing two (2) or more metering elements, the readiness-to-serve charge shall be that for a single meter the size of the largest metering element.

4. The quantity charge shall be at the following rates:

For first 25,000 cu. ft. per billing, per 100 cu. ft., \$0.87 the first year, \$0.98 the second year and \$1.05 the third year.

For next 1,975,000 cu. ft. per billing, per 100 cu. ft., \$0.68 the first year, \$0.77 the second year and \$0.82 the third year.

Over 2,000,000 cu. ft. per billing, per 100 cu. ft., \$0.51 the first year, \$0.58 the second year and \$0.62 the third year.

5. Should water be furnished through two (2) or more meters or through a single meter with two (2) or more metering elements, the quantity charge shall be based on the combined total of all water used as indicated by all registers.

(f) Special rates in hospitals or charitable institutions.

1. The quantity charge for the use of water by any hospital or charitable institution in the City which shall make written application to the Water Commissioner, signed by its president, secretary or managing officer, asking for a special charity rate, and stating that free service is furnished to not less than ten (10) percent of its patients, members or inmates, and giving special details of the management as are necessary to show the philanthropic nature of the institution shall, if approved by the Water Commissioner, be assessed for the water used in the institution at a special rate of \$0.45 per one hundred cubic feet the first year, \$0.51 the second year and \$0.55 the third year.

2. In addition to the quantity charge, there shall be assessed each billing period a readiness-to-serve charge for each meter in accordance with the schedule set forth in Section 23.18.070.

(g) School rates.

1. The quantity charge for the use of water by any public parochial, interparochial schools, public libraries, and art museum of the City shall be assessed for the water used in the institution at a special rate of \$0.51 per one hundred cubic feet the first year, \$0.58 the second year and \$0.62 the third year.

2. In addition to the quantity charge, there shall be assessed each billing period a readiness-to-serve charge for each meter in accordance with the schedule set forth in Section 23.18.070.

(h) Zoological parks.

1. The quantity charge for the use of water by zoological parks established pursuant to Section 90.580 to 90.650 Revised Statutes of Missouri 1978 shall be \$0.45 per one hundred cubic feet the first year, \$0.51 the second year and \$0.55 the third year.

2. In addition to the quantity charge, there shall be assessed each billing period a readiness-to-serve charge for each meter in accordance with the schedule set forth in Section 23.18.070.

Section Five. Sums of money due and owing for water or water service, or rights or privileges arising before the effective date of this Ordinance with respect to water or water services, shall not be retroactively affected by this Ordinance.

Section Six. This being an ordinance necessary for the preservation of the public peace, health and safety, is hereby declared to be an emergency ordinance under Article IV, Sections 19 and 20 of the Charter of the City of St. Louis, and it shall take effect and be in full force on July 1, 1994 immediately upon its passage and approval by the Mayor.

Legislative History				
1ST READING	REF TO COMM	COMMITTEE	COMM SUB	COMM AMEND
02/25/94	02/25/94	PU		
2ND READING	FLOOR AMEND	FLOOR SUB	PERFECTN	PASSAGE
03/04/94			03/11/94	03/18/94
ORDINANCE	VETOED		VETO OVR	
63136				

FISCAL NOTE
BOARD BILL NUMBER 25 AS AMENDED ON THE FLOOR

Preparer's Name Cheryl Campbell

Phone Number or Email Address (will be available publicly) campbellch@stlouis-mo.gov

Bill Sponsor Alderman Michael Browning

Bill Synopsis:	<i>An ordinance amending City water rates and related charges, including flat rates, metered rates, special institutional rates, affordability rates for qualifying residential customers, water turn-on and delinquency shutoff charges, and fire protection connection charges; establishing annual Water Division reporting requirements; and containing an emergency provision.</i>
Type of Impact:	<i>Indeterminate (Special Fund Revenue and Administrative Impact)</i>
Agencies Affected:	<i>Water Division; Collector of Revenue.</i>

SECTION A
Does this bill authorize:

- An expansion of services which entails additional costs beyond that approved in the current adopted city budget? ___ Yes ___ X No
- An undertaking of a new service for which no funding is provided in the current adopted city budget? ___ Yes ___ X No
- A commitment of city funding in the future under certain specified conditions? ___ X ___ Yes ___ No
- An issuance of bonds, notes and lease-purchase agreements which may require additional funding beyond that approved in the current adopted city budget? ___ Yes ___ X No
- An execution or initiation of an activity as a result of federal or state mandates or requirements? ___ Yes ___ X No

- A capital improvement project that increases operating costs over the current adopted city budget? ☐ Yes ☒ No
- A capital improvement project that requires funding not approved in the current adopted city budget or that will require funding in future years? ☐ Yes ☒ No

If the answer is yes to any of the above questions, then a fiscal note must be attached to the board bill. Complete Section B of the form below.

SECTION B

- Does the bill require the construction of any new physical facilities? ☐ Yes ☒ No
 - If yes, describe the facilities and provide the estimated cost:

- Is the bill estimated to have a direct fiscal impact on any city department or office? ☒ Yes ☐ No
 - If yes, explain the impact and the estimated cost:

The Board Bill increases water rates and related service charges administered by the Water Division, which would affect Water Division Special Fund revenues. The bill also establishes administrative requirements related to affordability-rate eligibility determinations, recertification, repayment agreement monitoring, enforcement, and annual reporting obligations.

However, the Board Bill does not provide customer usage assumptions, customer counts, anticipated affordability-rate participation, delinquency activity projections, staffing plans, revenue estimates, or administrative cost projections; therefore, the total fiscal impact cannot be determined from the Board Bill language.

- Does the bill create a program or administrative subdivision? ☐ Yes ☒ No
 - If yes, then is there a similar existing program or administrative subdivision? ☐ Yes ☐ No
 - If yes, explain the how the proposed programs or administrative subdivisions may overlap:

- Describe the annual operating, equipment, and maintenance costs that would result from the proposed bill, as well as any funding sources:

The bill may result in increased annual operating costs associated with implementation and administration of revised rate structures, affordability eligibility review, customer compliance monitoring, and required reporting activities. No equipment or maintenance costs are identified in the Board Bill language.

Funding would be supported through Water Division revenues generated by the revised rates and related service charges; however, the Board Bill does not provide sufficient detail to quantify the amount.

Complete the chart below to list the total estimated expenditures required of the City resulting from the proposed board bill and any estimated savings or additional revenue.

Financial Estimate of Impact on General Fund			
Fiscal Impact	<u>Year 1 (current)</u>	<u>Year 2</u>	<u>Year 3</u>
Additional Expenditures	\$0	\$0	\$0
Additional Revenue	\$0	\$0	\$0
Net	\$0	\$0	\$0
Financial Estimate of Impact on Special Funds			
Fiscal Impact	<u>Year 1 (current)</u>	<u>Year 2</u>	<u>Year 3</u>
Additional Expenditures	Indeterminate	Indeterminate	Indeterminate
Additional Revenue	Indeterminate	Indeterminate	Indeterminate
Net	Indeterminate	Indeterminate	Indeterminate

- Describe any assumptions used in preparing this fiscal note:

This fiscal note was prepared based on review of the language contained within the Board Bill. It assumes that the revised water rates, service charges, and related administrative requirements would be implemented through existing Water Division operations and applicable water-related special funds. The Board Bill does not provide customer volume assumptions, revenue projections, staffing estimates, or implementation cost estimates; therefore, fiscal impact cannot be quantified from the Board Bill language.

- List any sources of information (including any City officials, agencies, or departments) used in preparing this fiscal note:

This fiscal note was prepared based on review of the language contained within the Board Bill.

- Have the financial estimates of this bill been verified by the City Budget Division?
____Yes X No
 - If yes, by whom? _____ .

RESOLUTION NUMBER 40 HONORING SION LIGHTFOOT

WHEREAS, the #BlackWallStreet314 Festival celebrates the rich history, cultural heritage, entrepreneurial spirit, and enduring legacy of Black Wall Street in the heart of the Wellston Loop every last weekend of June for the past eleven years; and

WHEREAS, the success of this festival depends upon the dedication, commitment, and generosity of volunteers like Sion Lightfoot who contribute countless hours of service to support planning, coordination, hospitality, operations, and community engagement; and

WHEREAS, Sion Lightfoot has demonstrated exceptional leadership, teamwork, and civic responsibility in helping create a meaningful and memorable experience for all attendees; and

WHEREAS, Sion Lightfoot's selfless service reflects the values of unity, excellence, community pride, and collective progress that #BlackWallStreet314 promote; and

WHEREAS, the contributions of volunteers like Sion Lightfoot have strengthened our community and helped ensure the continued success of this important cultural and economic celebration.

NOW THEREFORE BE IT RESOLVED, by this Honorable Board of Aldermen of the City of St. Louis hereby recognizes and honors Sion Lightfoot for his outstanding service, dedication, and commitment to our community. We extend our sincere gratitude and appreciation for his invaluable contributions and commend him for embodying the spirit of service that makes the #BlackWallStreet314 Festival possible. We further direct the Clerk of this Board of Aldermen to spread a copy of this Resolution across the minutes of these proceedings and to prepare a commemorative copy to the end that it may be presented to the honoree at the time and place deemed appropriate by the sponsor.

Introduced this 18th day of June, 2026 by:
The Honorable Pamela Boyd, Alderwoman 13th Ward

Adopted this 18th day of June, 2026 as attested by:

Sharita Rogers
Clerk, Board of Aldermen

Megan E. Green
President, Board of Aldermen

RESOLUTION NUMBER 41 HONORING CHRISTIAN JACKSON

WHEREAS, the #BlackWallStreet314 Festival celebrates the rich history, cultural heritage, entrepreneurial spirit, and enduring legacy of Black Wall Street in the heart of the Wellston Loop every last weekend of June for the past eleven years; and

WHEREAS, the success of this festival depends upon the dedication, commitment, and generosity of volunteers like Christian Jackson who contribute countless hours of service to support planning, coordination, hospitality, operations, and community engagement; and

WHEREAS, Christian Jackson has demonstrated exceptional leadership, teamwork, and civic responsibility in helping create a meaningful and memorable experience for all attendees; and

WHEREAS, Christian Jackson's selfless service reflects the values of unity, excellence, community pride, and collective progress that #BlackWallStreet314 promote; and

WHEREAS, the contributions of volunteers like Christian Jackson have strengthened our community and helped ensure the continued success of this important cultural and economic celebration.

NOW THEREFORE BE IT RESOLVED, by this Honorable Board of Aldermen of the City of St. Louis hereby recognizes and honors Christian Jackson for his outstanding service, dedication, and commitment to our community. We extend our sincere gratitude and appreciation for his invaluable contributions and commend him for embodying the spirit of service that makes the #BlackWallStreet314 Festival possible. We further direct the Clerk of this Board of Aldermen to spread a copy of this Resolution across the minutes of these proceedings and to prepare a commemorative copy to the end that it may be presented to the honoree at the time and place deemed appropriate by the sponsor.

Introduced this 18th day of June, 2026 by:
The Honorable Pamela Boyd, Alderwoman 13th Ward

Adopted this 18th day of June, 2026 as attested by:

Sharita Rogers
Clerk, Board of Aldermen

Megan E. Green
President, Board of Aldermen

RESOLUTION NUMBER 42
HONORING VIVIAN WHITLEY FOUNDATION

WHEREAS, the #BlackWallStreet314 Festival celebrates the rich history, cultural heritage, entrepreneurial spirit, and enduring legacy of Black Wall Street in the heart of the Wellston Loop every last weekend of June for the past eleven years; and

WHEREAS, the success of this festival depends upon the dedication, commitment, and generosity of the Vivian Whitley Foundation who contribute countless hours of service to support planning, coordination, hospitality, operations, and community engagement; and

WHEREAS, Vivian Whitley Foundation has demonstrated exceptional leadership, teamwork, and civic responsibility in helping create a meaningful and memorable experience for all attendees; and

WHEREAS, Vivian Whitley Foundation's selfless service reflects the values of unity, excellence, community pride, and collective progress that #BlackWallStreet314 promote; and

WHEREAS, the contributions of the Vivian Whitley Foundation have strengthened our community and helped ensure the continued success of this important cultural and economic celebration.

NOW THEREFORE BE IT RESOLVED, by this Honorable Board of Aldermen of the City of St. Louis hereby recognizes and honors Vivian Whitley Foundation for its outstanding service, dedication, and commitment to our community. We extend our sincere gratitude and appreciation for its invaluable contributions and commend it for embodying the spirit of service that makes the #BlackWallStreet314 Festival possible. We further direct the Clerk of this Board of Aldermen to spread a copy of this Resolution across the minutes of these proceedings and to prepare a commemorative copy to the end that it may be presented to the honoree at the time and place deemed appropriate by the sponsor.

Introduced this 18th day of June, 2026 by:
The Honorable Pamela Boyd, Alderwoman 13th Ward

Adopted this 18th day of June, 2026 as attested by:

Sharita Rogers
Clerk, Board of Aldermen

Megan E. Green
President, Board of Aldermen

**RESOLUTION NUMBER 43
HONORING JOHNATHAN RHODES**

WHEREAS, the #BlackWallStreet314 Festival celebrates the rich history, cultural heritage, entrepreneurial spirit, and enduring legacy of Black Wall Street in the heart of the Wellston Loop every last weekend of June for the past eleven years; and

WHEREAS, the success of this festival depends upon the dedication, commitment, and generosity of volunteers like Johnathan Rhodes who contribute countless hours of service to support planning, coordination, hospitality, operations, and community engagement; and

WHEREAS, Johnathan Rhodes has demonstrated exceptional leadership, teamwork, and civic responsibility in helping create a meaningful and memorable experience for all attendees; and

WHEREAS, Johnathan Rhodes's selfless service reflects the values of unity, excellence, community pride, and collective progress that #BlackWallStreet314 promote; and

WHEREAS, the contributions of volunteers like Johnathan Rhodes has strengthened our community and helped ensure the continued success of this important cultural and economic celebration.

NOW THEREFORE BE IT RESOLVED, by this Honorable Board of Aldermen of the City of St. Louis hereby recognizes and honors Johnathan Rhodes for his outstanding service, dedication, and commitment to our community. We extend our sincere gratitude and appreciation for his invaluable contributions and commend him for embodying the spirit of service that makes the #BlackWallStreet314 Festival possible. We further direct the Clerk of this Board of Aldermen to spread a copy of this Resolution across the minutes of these proceedings and to prepare a commemorative copy to the end that it may be presented to the honoree at the time and place deemed appropriate by the sponsor.

Introduced this 18th day of June, 2026 by:
The Honorable Pamela Boyd, Alderwoman 13th Ward

Adopted this 18th day of June 2026 as attested by:

Sharita Rogers
Clerk, Board of Aldermen

Megan E. Green
President, Board of Aldermen

RESOLUTION NUMBER 44
HONORING WILLIE ASH

WHEREAS, the #BlackWallStreet314 Festival celebrates the rich history, cultural heritage, entrepreneurial spirit, and enduring legacy of Black Wall Street in the heart of the Wellston Loop every last weekend of June for the past eleven years; and

WHEREAS, the success of this festival depends upon the dedication, commitment, and generosity of volunteers like Willie Ash who contribute countless hours of service to support planning, coordination, hospitality, operations, and community engagement; and

WHEREAS, Willie Ash has demonstrated exceptional leadership, teamwork, and civic responsibility in helping create a meaningful and memorable experience for all attendees; and

WHEREAS, Willie Ash's selfless service reflects the values of unity, excellence, community pride, and collective progress that #BlackWallStreet314 promote; and

WHEREAS, the contributions of volunteers like Willie Ash have strengthened our community and helped ensure the continued success of this important cultural and economic celebration.

NOW THEREFORE BE IT RESOLVED, by this Honorable Board of Aldermen of the City of St. Louis hereby recognizes and honors Willie Ash for his outstanding service, dedication, and commitment to our community. We extend our sincere gratitude and appreciation for his invaluable contributions and commend him for embodying the spirit of service that makes the #BlackWallStreet314 Festival possible. We further direct the Clerk of this Board of Aldermen to spread a copy of this Resolution across the minutes of these proceedings and to prepare a commemorative copy to the end that it may be presented to the honoree at the time and place deemed appropriate by the sponsor.

Introduced this 18th day of June, 2026 by:
The Honorable Pamela Boyd, Alderwoman 13th Ward

Adopted this 18th day of June, 2026 as attested by:

Sharita Rogers
Clerk, Board of Aldermen

Megan E. Green
President, Board of Aldermen

RESOLUTION NUMBER 45
HONORING KEVIN POE

WHEREAS, the #BlackWallStreet314 Festival celebrates the rich history, cultural heritage, entrepreneurial spirit, and enduring legacy of Black Wall Street in the heart of the Wellston Loop every last weekend of June for the past eleven years; and

WHEREAS, the success of this festival depends upon the dedication, commitment, and generosity of volunteers like Kevin Poe who contribute countless hours of service to support planning, coordination, hospitality, operations, and community engagement; and

WHEREAS, Kevin Poe has demonstrated exceptional leadership, teamwork, and civic responsibility in helping create a meaningful and memorable experience for all attendees; and

WHEREAS, Kevin Poe's selfless service reflects the values of unity, excellence, community pride, and collective progress that #BlackWallStreet314 promote; and

WHEREAS, the contributions of volunteers like Kevin Poe have strengthened our community and helped ensure the continued success of this important cultural and economic celebration.

NOW THEREFORE BE IT RESOLVED, by this Honorable Board of Aldermen of the City of St. Louis hereby recognizes and honors Kevin Poe for his outstanding service, dedication, and commitment to our community. We extend our sincere gratitude and appreciation for his invaluable contributions and commend him for embodying the spirit of service that makes the #BlackWallStreet314 Festival possible. We further direct the Clerk of this Board of Aldermen to spread a copy of this Resolution across the minutes of these proceedings and to prepare a commemorative copy to the end that it may be presented to the honoree at the time and place deemed appropriate by the sponsor.

Introduced this 18th day of June, 2026 by:
The Honorable Pamela Boyd, Alderwoman 13th Ward

Adopted this 18th day of June, 2026 as attested by:

Sharita Rogers
Clerk, Board of Aldermen

Megan E. Green
President, Board of Aldermen

**RESOLUTION NUMBER 46
HONORING AYANNA BARNEY**

WHEREAS, the #BlackWallStreet314 Festival celebrates the rich history, cultural heritage, entrepreneurial spirit, and enduring legacy of Black Wall Street in the heart of the Wellston Loop every last weekend of June for the past eleven years; and

WHEREAS, the success of this festival depends upon the dedication, commitment, and generosity of volunteers like Ayanna Barney who contribute countless hours of service to support planning, coordination, hospitality, operations, and community engagement; and

WHEREAS, Ayanna Barney has demonstrated exceptional leadership, teamwork, and civic responsibility in helping create a meaningful and memorable experience for all attendees; and

WHEREAS, Ayanna Barney's selfless service reflects the values of unity, excellence, community pride, and collective progress that #BlackWallStreet314 promote; and

WHEREAS, the contributions of volunteers like Ayanna Barney have strengthened our community and helped ensure the continued success of this important cultural and economic celebration.

NOW THEREFORE BE IT RESOLVED, by this Honorable Board of Aldermen of the City of St. Louis hereby recognizes and honors Ayanna Barney for her outstanding service, dedication, and commitment to our community. We extend our sincere gratitude and appreciation for her invaluable contributions and commend her for embodying the spirit of service that makes the #BlackWallStreet314 Festival possible. We further direct the Clerk of this Board of Aldermen to spread a copy of this Resolution across the minutes of these proceedings and to prepare a commemorative copy to the end that it may be presented to the honoree at the time and place deemed appropriate by the sponsor.

Introduced this 18th day of June, 2026 by:
The Honorable Pamela Boyd, Alderwoman 13th Ward

Adopted this 18th day of June, 2026 as attested by:

Sharita Rogers
Clerk, Board of Aldermen

Megan E. Green
President, Board of Aldermen

**RESOLUTION NUMBER 47
HONORING ANIYA BETTS**

WHEREAS, the #BlackWallStreet314 Festival celebrates the rich history, cultural heritage, entrepreneurial spirit, and enduring legacy of Black Wall Street in the heart of the Wellston Loop every last weekend of June for the past eleven years; and

WHEREAS, the success of this festival depends upon the dedication, commitment, and generosity of volunteers like Aniya Betts who contribute countless hours of service to support planning, coordination, hospitality, operations, and community engagement; and

WHEREAS, Aniya Betts has demonstrated exceptional leadership, teamwork, and civic responsibility in helping create a meaningful and memorable experience for all attendees; and

WHEREAS, Aniya Betts's selfless service reflects the values of unity, excellence, community pride, and collective progress that #BlackWallStreet314 promote; and

WHEREAS, the contributions of volunteers like Aniya Betts has strengthened our community and helped ensure the continued success of this important cultural and economic celebration.

NOW THEREFORE BE IT RESOLVED, by this Honorable Board of Aldermen of the City of St. Louis hereby recognizes and honors Aniya Betts for her outstanding service, dedication, and commitment to our community. We extend our sincere gratitude and appreciation for her invaluable contributions and commend her for embodying the spirit of service that makes the #BlackWallStreet314 Festival possible. We further direct the Clerk of this Board of Aldermen to spread a copy of this Resolution across the minutes of these proceedings and to prepare a commemorative copy to the end that it may be presented to the honoree at the time and place deemed appropriate by the sponsor.

Introduced this 18th day of June, 2026 by:
The Honorable Pamela Boyd, Alderwoman 13th Ward

Adopted this 18th day of June, 2026 as attested by:

Sharita Rogers
Clerk, Board of Aldermen

Megan E. Green
President, Board of Aldermen

**RESOLUTION NUMBER 48
HONORING SHENESIA TAYLOR**

WHEREAS, the #BlackWallStreet314 Festival celebrates the rich history, cultural heritage, entrepreneurial spirit, and enduring legacy of Black Wall Street in the heart of the Wellston Loop every last weekend of June for the past eleven years; and

WHEREAS, the success of this festival depends upon the dedication, commitment, and generosity of volunteers like Shenesia Taylor who contribute countless hours of service to support planning, coordination, hospitality, operations, and community engagement; and

WHEREAS, Shenesia Taylor has demonstrated exceptional leadership, teamwork, and civic responsibility in helping create a meaningful and memorable experience for all attendees; and

WHEREAS, Shenesia Taylor's selfless service reflects the values of unity, excellence, community pride, and collective progress that #BlackWallStreet314 promote; and

WHEREAS, the contributions of volunteers like Shenesia Taylor has strengthened our community and helped ensure the continued success of this important cultural and economic celebration.

NOW THEREFORE BE IT RESOLVED, by this Honorable Board of Aldermen of the City of St. Louis hereby recognizes and honors Shenesia Taylor for her outstanding service, dedication, and commitment to our community. We extend our sincere gratitude and appreciation for her invaluable contributions and commend her for embodying the spirit of service that makes the #BlackWallStreet314 Festival possible. We further direct the Clerk of this Board of Aldermen to spread a copy of this Resolution across the minutes of these proceedings and to prepare a commemorative copy to the end that it may be presented to the honoree at the time and place deemed appropriate by the sponsor.

Introduced this 18th day of June, 2026 by:
The Honorable Pamela Boyd, Alderwoman 13th Ward

Adopted this 18th day of June, 2026 as attested by:

Sharita Rogers
Clerk, Board of Aldermen

Megan E. Green
President, Board of Aldermen

**RESOLUTION NUMBER 49
HONORING VESSIE PERKINS**

WHEREAS, the #BlackWallStreet314 Festival celebrates the rich history, cultural heritage, entrepreneurial spirit, and enduring legacy of Black Wall Street in the heart of the Wellston Loop every last weekend of June for the past eleven years; and

WHEREAS, the success of this festival depends upon the dedication, commitment, and generosity of volunteers like Vessie Perkins who contribute countless hours of service to support planning, coordination, hospitality, operations, and community engagement; and

WHEREAS, Vessie Perkins has demonstrated exceptional leadership, teamwork, and civic responsibility in helping create a meaningful and memorable experience for all attendees; and

WHEREAS, Vessie Perkins's selfless service reflects the values of unity, excellence, community pride, and collective progress that #BlackWallStreet314 promote; and

WHEREAS, the contributions of volunteers like Vessie Perkins have strengthened our community and helped ensure the continued success of this important cultural and economic celebration.

NOW THEREFORE BE IT RESOLVED, by this Honorable Board of Aldermen of the City of St. Louis hereby recognizes and honors Vessie Perkins for her outstanding service, dedication, and commitment to our community. We extend our sincere gratitude and appreciation for her invaluable contributions and commend her for embodying the spirit of service that makes the #BlackWallStreet314 Festival possible. We further direct the Clerk of this Board of Aldermen to spread a copy of this Resolution across the minutes of these proceedings and to prepare a commemorative copy to the end that it may be presented to the honoree at the time and place deemed appropriate by the sponsor.

Introduced this 18th day of June, 2026 by:
The Honorable Pamela Boyd, Alderwoman 13th Ward

Adopted this 18th day of June, 2026 as attested by:

Sharita Rogers
Clerk, Board of Aldermen

Megan E. Green
President, Board of Aldermen

RESOLUTION NUMBER 50
HONORING DEANDRE HARRIS - BEY

WHEREAS, DeAndre Harris-Bey, affectionately known to many as “Brother Ahmed,” transitioned from this earthly life on May 29, 2026, leaving behind a profound legacy of service, transformation, and unwavering commitment to his family and community, dedicating his life to helping others discover hope, healing, and purpose; and

WHEREAS, DeAndre embodied resilience, redemption, and faith in action. With 29 years of recovery, he transformed his lived experiences into a powerful testimony that inspired countless individuals throughout St. Louis and beyond. His life became a beacon of hope for those overcoming addiction, incarceration, trauma, poverty, and systemic barriers; and

WHEREAS, as Founder of the Restorative Justice Movement, DeAndre devoted his life to creating pathways toward healing, accountability, and restoration. Through his vision and leadership, he worked tirelessly to strengthen individuals, families, and neighborhoods. He was instrumental in establishing and shaping organizations such as Youth Awareness and the Restorative Justice Movement, creating innovative resources dedicated to community healing, violence prevention, youth empowerment, and justice reform; and

WHEREAS, DeAndre was deeply committed to educating young people and helping them avoid the pitfalls of violence, substance abuse, and destructive decision-making. Throughout his life, he actively participated in violence prevention initiatives and community-based solutions designed to foster safety, accountability, and opportunity for future generations. His influence extended far beyond professional titles, as he served as a trusted mentor, advocate, teacher, and source of wisdom for countless individuals seeking a better path; and

WHEREAS, professionally, DeAndre served in numerous capacities throughout the behavioral health and recovery field. As a Certified Criminal Justice Professional and Co-Occurring Specialist, he worked with organizations including New Beginnings, Hopewell Clinic, Concordance Academy, Preferred Family Healthcare, Bridgeway Behavioral Health, St. Louis Metro Treatment Center, Gateway Free and Clean, and the St. Louis City Drug Court. His dedication to service also extended into food outreach efforts and support for unhoused populations throughout the community. Whether teaching about criminal thinking patterns, recovery, accountability, or personal responsibility, DeAndre believed every person deserved the opportunity to heal, grow, and reclaim their future; and

WHEREAS, beyond his professional accomplishments, DeAndre embraced life with joy, authenticity, and humor. Known affectionately as “Soul Brother the Comedian” and “DJ Draco on the Ones and Twos,” he brought laughter, music, and positive energy wherever he went. No matter the setting, DeAndre was “The Man,” a larger-than-life presence whose compassion, humor, wisdom, and unwavering love left a lasting impression on everyone he encountered; and

WHEREAS, above all else, DeAndre was a devoted family man. He cherished his role as a father, grandfather, great-grandfather, brother, uncle, great-uncle, mentor, and friend. His wisdom, guidance, humor, and unconditional love will continue to live on through the generations he helped nurture and inspire. He leaves to cherish his memory: his loving mother, Brenda Harris-Norman; his daughters, Ella Felicia Fay Harris and Ashlynn Eden; his grandchildren, Christopher Bobo, Christinia Bobo, Shawn Jones, Shawntearria Jones, Deshawn Jones, Malik Taylor, Maliko Taylor, Malia Taylor, Shannon Strain, Derriyah Strain, Ryker Eden, Jasper Collins, and Harper Collins; his great-grandchild, Jamir Bobo; his siblings, nieces, nephews, extended family members, Amber Harris, Zina Coleman, Hassan White, and a host of relatives, friends, colleagues, community members, and all those whose lives were forever changed by his presence; and

WHEREAS, DeAndre Harris-Bey’s life was a ministry of restoration. He believed in repairing harm, rebuilding relationships, restoring hope, and creating opportunities for others to thrive. His legacy will continue

through the countless lives he touched, the communities he strengthened, and the movements he helped build. Though his earthly journey has ended, the seeds he planted in the hearts of others will continue to flourish for generations to come.

THEREFORE, BE IT RESOLVED, by the Board of Aldermen of the City of St. Louis that we pause in our deliberations to honor the life and legacy of Mr. DeAndre Harris-Bey. We direct the Clerk of this Board to spread a copy of this resolution across the minutes of these proceedings and prepare a commemorative copy that it may be presented to the family at a time deemed appropriate by the sponsor.

Introduced this 18TH day of June, 2026 by:
The Honorable Shameem Clark Hubbard, Alderwoman 10th Ward

Adopted this 18th day of June, 2026 as attested by:

Sharita Rogers
Clerk, Board of Aldermen

Megan Green
President, Board of Aldermen

RESOLUTION NUMBER 51
HONORING PASTOR DR. SHIRLEY R. PAGE WOODLEY

WHEREAS, Pastor Dr. Shirley R. Page Woodley was born in Osceola, Arkansas and at a young age she relocated with her family to St. Louis, Missouri. St. Louis would remain her cherished home throughout her life. She attended St. Louis Public Schools and graduated from Vashon High School. Shirley possessed a remarkable thirst for knowledge, becoming an avid reader whose leadership abilities were recognized by her teachers as they entrusted her with roles of responsibility among her peers; and

WHEREAS, at the age of 21 Shirley accepted Jesus Christ as her Lord and Savior, beginning a lifelong journey of faith and ministry that would span more than five decades. While attending St. Louis Bible Way Church, Pastor Dr. Patricia Whitelocke recognized the call of God upon Shirley's life, leading her from the pew to the pulpit and publicly affirming her ministry; and

WHEREAS, Pastor Shirley faithfully answered that call, was ordained into ministry, and graduated from The Shepherd's School under the leadership of Dr. Alfred Harvey, Dean of the Ministry Training Institute and instructor in the School of Ministry founded by the late Apostle Frederick K. C. Price of Crenshaw Christian Center. In 2025, United Graduate College and Seminary International honored her with the degree of Doctor of Philosophy in Humanities in recognition of her extraordinary service, leadership, resilience, innovation, and unwavering commitment to uplifting others; and

WHEREAS, as Founder and Senior Pastor of A Sure Foundation Christian Church, Pastor Shirley dedicated her life to building God's Kingdom and strengthening His people. Gifted with "the tongue of the learned," she faithfully delivered words of encouragement and hope to the weary. She also served as host of The Ministry of the Holy Spirit radio broadcast, extending her ministry beyond the church walls. Her servant's heart led her into countless areas of community outreach and volunteerism. She served as Executive Director of Volunteerism for Ferguson Global 1000, an organization dedicated to investing in humanity and urban development following the Ferguson unrest. Her passion for restoration was most evident through prison ministry. In 1997, she founded A Sure Foundation Christian Church Prison Ministry and devoted more than twenty-five years to serving incarcerated men and women throughout Missouri and Illinois. As a certified REJIS, 911, Police and Fire First Responder volunteer, she ministered faithfully in correctional facilities, believing every life deserved hope and redemption; and

WHEREAS, Pastor Shirley's prison ministry expanded to three Illinois Department of Corrections facilities, where she and her ministry team faithfully conducted religious services. Understanding the challenges of recidivism, Pastor Shirley designed two comprehensive reentry initiatives, Project Help-Mate and The Matthew 25:36 Project, dedicated to helping returning citizens rebuild their lives. Her tireless dedication earned her numerous honors, including being a two-time recipient of the Illinois Department of Corrections Volunteer of the Year Award and an invitation to the Illinois Executive Mansion for brunch with the Governor. She attended Congressional Pastoral Briefings in Washington, D.C., toured the United States Capitol, and received handwritten commendations from Missouri Governor Jay Nixon and United States Senate Majority Leader Bill Frist. The City of St. Louis Board of Aldermen also honored her with a distinguished resolution recognizing her exceptional contributions to the community; and

WHEREAS, beyond ministry, Pastor Shirley enjoyed an accomplished professional career. She became the first African American Crisis Communicator for the Municipality of St. Ann and served with the Crisis Communications First Response Team at McDonnell Douglas/Boeing while acting as liaison to the traffic control tower at St. Louis Lambert International Airport. She also served as a legal assistant and information manager with several distinguished St. Louis law firms, including Elbein & Goldberg, Brown & Crouppen, and Armstrong Teasdale, and assisted in closing judicial cases following Judge Ronnie White's appointment to the Missouri Court of Appeals. Her remarkable life was chronicled through the State Historical Society of Missouri's Women as Change Agents Oral History Project; and

WHEREAS, an entrepreneur, visionary, and author, Pastor Shirley founded Running With The Vision, helping aspiring creatives bring their dreams to life through media and entertainment. She also created and hosted the Title VII Podcast, #TheRightToSue, advocating for workplace equality and educating others about employment discrimination. Her entrepreneurial spirit extended into Christian entertainment through the successful launch of Hebrew Boys, providing wholesome faith-based recreation for the community; and

WHEREAS, Pastor Shirley was divinely connected in marriage to Elder Sylvester Woodley and their union became a beautiful testimony of God's plan as they faithfully served together until the Lord called her home. Her greatest joys were the accomplishments of her children, grandchildren, great-grandchildren, church family, and countless spiritual sons and daughters. She was truly a General in the Kingdom of God, a fearless leader who ordained ministers, trained leaders, preached to thousands, and faithfully led countless souls to Christ. Her wisdom and counsel were sought by apostles, bishops, pastors, evangelists, teachers, believers, and nonbelievers alike. Through her unwavering love, prophetic leadership, and steadfast faith, she laid "A Sure Foundation" that will continue to impact generations to come. Her life was a living testimony of faith, sacrifice, service, and unconditional love and her voice, vision, and legacy will continue to inspire all who were blessed to know her.

THEREFORE, BE IT RESOLVED, by the Board of Aldermen of the City of St. Louis that we pause in our deliberations to honor and celebrate the life and legacy of Pastor Dr. Shirley R. Page Woodley. We direct the Clerk of this Board to spread a copy of this Resolution across the minutes of these proceedings and prepare a commemorative copy that it may be presented to the family by the sponsor.

Introduced this 18th day of June, 2026 by:
The Honorable Shameem Clark Hubbard, Alderwoman 10th Ward

Adopted this 18th day of June, 2026 as attested by:

Sharita Rogers
Clerk, Board of Aldermen

Megan Green
President, Board of Aldermen

RESOLUTION NUMBER 52
HONORING THOMAS “TOMMIE” SULLIVAN’S LIFETIME OF SERVICE

WHEREAS, Thomas “Tom” Sullivan has dedicated more than five decades to serving the St. Louis region through youth development, athletics, community leadership, financial empowerment, and faith-based service. Throughout his distinguished career, he has impacted countless lives as a mentor, coach, official, board leader, and community advocate; and

WHEREAS, for 53 years, Thomas “Tommie” Sullivan has dedicated himself to the Mathews-Dickey Boys & Girls Club, mentoring and inspiring generations of young people and helping shape the lives of countless youth throughout the St. Louis region; and

WHEREAS, he was recognized for over 50 years of service in 2023 by the Boys & Girls Clubs of Greater St. Louis; and

WHEREAS, from 1989 -2003 Tom served the Junior Football League, including 10 years as President; and

WHEREAS, he has served 30 years from 1995 to present for the St. Louis Community Credit Union of which 4 years as Chairman of the Board; and

WHEREAS, from 1999–2023, including 3 years as Chairman of the Board, Tom served Prosperity Connection; and

WHEREAS, HE SERVED CHIPS Health and Wellness Center 5 years (1993–1998), supporting community health initiatives; and

WHEREAS, through decades of faithful leadership, Tom has helped strengthen the church’s ministry, stewardship, and community outreach efforts.

WHEREAS, TOM has been a member of Life Center International Church of God in Christ. His dedication and service as Head Deacon for 27 years, Board Member 27 years and Treasurer 25 years; and

WHEREAS, Tom has earned the respect of athletes, coaches, and colleagues throughout the nation for his integrity, professionalism, and commitment to excellence in collegiate athletics, NCAA Basketball Official for more than 30 years and NCAA Baseball Official for more than 22 years; and

WHEREAS, Tom has received numerous awards and recognition from, NAACP Medgar Wiley Evers Medal of Freedom Award in 2024, St. Charles Lwanga Center Torch Bearer Award in 2023, National Semi-Pro Baseball Hall of Fame in 2021 Greater St. Louis Amateur Baseball Hall of Fame in 2007, Billiken Baseball Hall of Fame in 2000, Larry Lady Officiating Award in 2008–2009, Mathews-Dickey Boys & Girls Club 50 Years of Service Recognition in 2023 and Boys & Girls Clubs of Greater St. Louis 50 Years of Service Recognition in 2023; and

WHEREAS, Tom’s devotion to his loving wife Regina Sullivan, his children Anthony Glover (Tiffany), Dana Sullivan Jones (Michael), Eric Sullivan (Danyelle), Rayna Sullivan, Leslie Sullivan, Thomas B. Sullivan (Tina), and his grandchildren Hailey, Reagan, Jackson, Eric Jr., Ezekiel, Elias Sullivan, Tatyanne Glover, Terran Glover, and Michael Jones.

NOW THEREFORE BE IT RESOLVED by this by this Honorable Board of Aldermen of the City of St. Louis that we pause in our deliberations to honor Thomas “Tommie” Sullivan for more than fifty years devoting his life towards uplifting youth, strengthening families, serving his church, advancing athletics, and improving the St. Louis community. His leadership, mentorship, integrity, and unwavering commitment to service have left a lasting impact on generations of individuals throughout the region and for his outstanding service to our

community. We further direct the Clerk of this Board to spread a copy of this resolution across the minutes of these proceedings and prepare a commemorative copy to present it at a time and place deemed appropriate by the Sponsor.

Introduced this 18th day of June, 2026 by:

The Honorable Rasheen Aldridge, Alderman 14th Ward

Adopted this 18th day of June, 2026 as attested by:

Sharita Rogers
Clerk, Board of Aldermen

Megan Green
President, Board of Aldermen