



Cara Spencer  
Mayor

Matt Moak  
Executive Director

Feb 09 2026

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Item #5  
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February 6, 2026

Board of Estimate and Apportionment  
1200 Market Street, Room 414  
St. Louis, MO 63103

Re: Table of Organization Change

Honorable Members of the Board of Estimate and Apportionment:

The Community Development Administration is hereby requesting approval by the Board of Estimate and Apportionment to reallocate positions and update our table of organization. Specifically, CDA requests to reallocate the Secretary II (1132-10G), Architectural Manager (4434-17M), and Program Coordinator (1698-14G) positions currently in our approved personnel schedule for two (2) City Planning Executive (4143-19M) positions.

Attached, you will find the approval dated February 3, 2026 from the Department of Personnel reallocating the positions and the proposed table of organization.

Based on review of our current structure and the CDA budget, I have concluded that funds are available to support this reallocation. I appreciate your consideration and respectfully request your approval of the following changes.

| Action | Fund      | Dept | Title                   | Class Code/Grade |
|--------|-----------|------|-------------------------|------------------|
| Delete | 1165/1502 | 142  | Secretary II            | 1132-10G         |
| Delete | 1165/1502 | 142  | Architectural Manager   | 4434-17M         |
| Delete | 1165/1502 | 142  | Program Coordinator     | 1698-14G         |
| Add    | 1165/1502 | 142  | City Planning Executive | 4143-19M         |
| Add    | 1165/1502 | 142  | City Planning Executive | 4143-19M         |

If you have any questions or need any additional information, please do not hesitate to call me at (314) 657-3835.

Sincerely,

Matt Moak  
Executive Director  
Community Development Administration



Perkins, Vessie &lt;perkinsv@stlouis-mo.gov&gt;

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## City Planning Executive Allocation

2 messages

**Wolfe, Owen** <wolfej@stlouis-mo.gov>

Tue, Feb 3, 2026 at 8:52 AM

To: Matt Moak <moakm@stlouis-mo.gov>, Vessie Perkins <perkinsv@stlouis-mo.gov>, Alexandria Mazzola <mazzolaa@stlouis-mo.gov>, Aaron Swearngin <SwearnginA@stlouis-mo.gov>, Alonzo Williams <williamsalon@stlouis-mo.gov>, Linda Rappe <rappel@stlouis-mo.gov>, Alexis Simpson <simpsona@stlouis-mo.gov>

Good morning,

The Classification and Compensation Section has completed its review of the essential functions for the two City Planning Executive positions submitted for allocation. Based on the provided essential functions, the positions are correctly classified.

For your reference, the City Planning Executive funding sources are 142017-1509-4143 (15%), 142003-1502-4143 (50%), 142007-1503-4143 (35%), and the bi-weekly rate is \$3,486.00 (\$90,636.00 annually, step 1).

Please let me know if you have any questions or concerns.

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Owen Wolfe | Human Resources Specialist (Senior)  
Carnahan Building | 1114 Market Street  
St. Louis | Missouri | 63101  
Telephone: 314-622-3565  
Email: wolfej@stlouis-mo.gov

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**Moak, Matt** <moakm@stlouis-mo.gov>

Tue, Feb 3, 2026 at 9:42 AM

To: "Wolfe, Owen" &lt;wolfej@stlouis-mo.gov&gt;

Cc: Vessie Perkins <perkinsv@stlouis-mo.gov>, Alexandria Mazzola <mazzolaa@stlouis-mo.gov>, Aaron Swearngin <SwearnginA@stlouis-mo.gov>, Alonzo Williams <williamsalon@stlouis-mo.gov>, Linda Rappe <rappel@stlouis-mo.gov>, Alexis Simpson <simpsona@stlouis-mo.gov>

Thank you.

[Quoted text hidden]

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Matt Moak | Director

Community Development Administration

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