



Appendix

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position classification plan

full time employees

Position Classification Key

<i>E- Exempt Employees</i>	<i>PD2 - Police Corporal</i>
<i>NE - Non-Exempt Employees</i>	<i>PD3 - Police Sergeant</i>
<i>PA1 - Police Recruit</i>	<i>T - Temporary/ Seasonal</i>
<i>PD1 - Police Officer/ Detective</i>	

Administration & Finance

Administrative Support Services

1. Records Clerk – Administration	NE 3
2. Administration. Assist. – Licensing	NE 4
3. Deputy City Clerk	NE 6
4. Human Resources Generalist	NE 6
5. Marketing Communication Specialist	NE 6

Financial Support Services

1. Accounting Clerk	NE 5
2. Payroll Specialist/IT Technician**	NE 7
3. Senior Accountant	E 13

Technology Support Services

1. Payroll Specialist/IT Technician**	NE 7
2. Data Systems Technician	NE 9
3. GIS Coordinator	E 15

Management Services

1. Communication Manager	E 11
2. Assistant to the City Administrator	E 14
3. City Clerk	E 14
4. Assistant Director of Finance	E 15
5. Human Resources Manager	E 15
6. IT Manager	E 17
7. Director of Finance	E 19
8. City Administrator	E 21

**Dual Financial and Technology Position

Legal Services

1. Assistant to the Prosecutor	NE 6
2. City Attorney	E
3. Prosecutor	E

Community Development

Administrative Support Services

1. Customer Relations Specialist	NE 3
2. Administrative Assistant	NE 4
3. Management Assistant	NE 5
4. Permits Coordinator	NE 5

Inspector Services

1. Code Enforcement Officer	NE 5
2. Building Inspector	NE 8
3. Plans Examiner	NE 9

Planning Services

1. Planner I	E 11
2. Planner II	E 12
3. City Planner	E 13

Management Services

1. Deputy Building Commissioner	E 13
2. Building Commissioner	E 14
3. Economic Development Manager	E 15
4. Director Community Development	E 17

Municipal Court

Administrative Support Services

1. Court Assistant	NE 3
2. Court Administrator	E 11

Judicial Services

1. Municipal Judge	E
2. Provisional Municipal Judge	E

Parks and Recreation

Administrative Support Services	Grade
1. Customer Relations Specialist	NE 3
2. Recreation Assistant – Facilities	NE 3
3. Customer Relations Supervisor	NE 5
4. Marketing Communications Specialist	NE 6

Maintenance Services

1. Custodian	NE 2
2. Maintenance Worker	NE 5
3. Crew Leader	NE 8
4. Superintendent of Facilities	E 12
5. Superintendent of Parks	E 12

Recreation Services

1. Recreation Assistant	NE 3
2. Recreation Program Specialist	NE 5
3. Aquatics Supervisor	NE 6

Management Services

1. Recreation Manager	E 12
2. Director of Parks and Recreation	E 19

Public Safety

Administrative Support Services

1. Secretary - Detective Bureau	NE 3
2. Administrative Assistant	NE 4
3. Crime Analyst	NE 5
4. Executive Assistant	NE 5

Communications and Records Services

1. Police Records Clerk	NE 3
2. Police Records Supervisor**	NE 5
3. Dispatcher	NE 6
4. Communications Supervisor	P 1

Law Enforcement Services

	Grade
1. Jailer	NE 2
2. Police Recruit	PA 1
3. Police Officer	PD 1
4. Police Corporal	PD 2
5. Police Sergeant	PD 3

Management Services

	Grade
1. Police Lieutenant	E 16
2. Police Captain	E 17
3. Deputy Police Chief	E 18
4. Chief of Police	E 20

Public Works

Administrative Support Services

1. Administrative Assistant	NE 4
2. Executive Assistant	NE 5

Maintenance Services

1. Mechanic Helper	NE 2
2. Maintenance Worker	NE 5
3. Mechanic	NE 6
4. Crew Leader	NE 8

Construction Services

1. Construction Inspector	NE 7
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Engineering Services

1. Engineering Technician	NE 7
2. Engineer	E 13

Management Services

1. Engineering Manager	E 14
2. Operations Manager	E 14
3. Director of Public Works	E 20

***The position of Police Records Supervisor was frozen at the 2019 level for further review per the City Council at the December 5, 2019 City Council Meeting.*

All Departments - Temporary and Seasonal Employees

	Grade		Grade
1. Art Instructor	T	30. Preschool Director	T
2. Bailiff	T	31. Preschool Leader	T
3. Bus Driver	T	32. Preschool Teacher	T
4. Camp Assistant Director	T	33. Program Instructor	T
5. Camp Director	T	34. Senior Aide	T
6. Camp Staff	T	35. Senior Camp Counselor	T
7. Concession Assistant Manager	T	36. Speciality Fitness Instructor	T
8. Concession Crew Leader	T	37. Sports Instructor	T
9. Concession Manager	T	38. Sports Official	T
10. Concession Worker	T	39. Youth Sports Assistant	T
11. Court Aide	T		
12. Custodial Aide	T		
13. Customer Relations Aide	T		
14. Customer Relations Assistant	T		
15. Dance Instructor	T		
16. Drama Instructor	T		
17. Fitness Center Attendant	T		
18. Fitness Instructor	T		
19. Head Lifeguard	T		
20. Inclusion Assistant	T		
21. Intern	T		
22. Lifeguard	T		
23. Lifeguard Manager	T		
24. Maintenance Aide	T		
25. Market Manager	T		
26. Music Instructor	T		
27. Park Attendant	T		
28. Personal Trainer	T		
29. Play Center Attendant	T		

The City Administrator is authorized to establish the specific salary for exempt employees which salaries shall not be less than the minimum set forth for their respective grade nor more than the maximum set forth in this Addendum. The salaries for City Administrator and City Clerk shall be set by the Mayor and Council in accordance with the respective ranges for these positions.

position pay plan

full time employees

Grade	Position	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6
NE 1	Open	31,002	31,797	32,612	33,448	34,306	35,185
NE 2	Custodian; Jailer; Mechanic Helper	36,258	37,188	38,142	39,119	40,122	41,151
NE 3	Recreation Assistant; Customer Relations Specialist; Secretary; Records Clerk/Administration; Police Records Clerk;	40,354	41,389	42,450	43,538	44,655	45,799
NE 4	Administrative Assistant; Court Court Assistant;	42,437	43,526	44,642	45,786	46,960	48,165
NE 5	Accounting Clerk; Crime Analyst; Code Enforcement Officer; Customer Relations Supervisor; Exec. Assistant; Recreation Program Specialist; Management Assistant; Maintenance Worker; Permits Coordinator; Police Records Supervisor;	45,706	46,878	48,080	49,312	50,577	51,874
NE 6	Deputy City Clerk; Dispatcher; HR Generalist; Mechanic; Assistant to the Prosecutor; Marketing/ Communications Specialist; Aquatics Supervisor;	50,461	51,754	53,082	54,442	55,838	57,270
NE 7	Construction Inspector; Engineering Technician; Payroll/IT Tech;	55,362	56,782	58,238	59,731	61,263	62,834
NE 8	Building Inspector; Communications Supervisor/Police; Crew Leader	60,435	61,985	63,574	65,205	66,876	68,591
NE 9	Data Systems Tech.; Plans Examiner	64,884	66,548	68,255	70,004	71,800	73,640
PA 1	Police Recruit	42,437	43,526	44,642	45,786	46,960	48,165
PD 1	Police Officer/Police Detective	57,679	59,986	62,385	64,880	67,475	70,174
PD 2	Police Corporal	60,679	63,106	65,630	68,255	70,986	73,825
PD 3	Police Sergeant	78,936	81,699	84,610	87,520	90,582	92,394

Step 7	Step 8	Step 9	Step 10
36,087	37,013	37,962	39,519

42,206	43,289	44,399	46,220
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46,974	48,178	49,414	51,441
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49,399	50,666	51,966	54,097
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53,204	54,568	55,967	58,263
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58,739	60,244	61,789	64,324
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64,445	66,097	67,792	70,574
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70,350	72,153	74,004	77,040
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75,529	77,465	79,452	82,711
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49,399	50,666	51,966	53,298
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72,981	75,902	77,799	79,744
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76,778	79,849	81,846	83,891
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94,241	96,126	98,049	100,009
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E- Exempt Employees

NE - Non-Exempt Employees

PA1 - Police Recruit

PD1 - Police Officer/ Detective

PD2 - Police Corporal

PD3 - Police Sergeant

T - Temporary/ Seasonal

position pay plan

full time employees (continued)

Grade	Position	Minimum	Midpoint	Maximum
E 11	Court Administrator; Planner I; Communications Manager;	54,950	68,778	82,606
E 12	Planner II; Superintendent of Facilities; Superintendent of Parks; Recreation Manager;	56,798	73,594	88,388
E 13	City Planner; Deputy Building Commissioner; Engineer; Senior Accountant	62,912	78,744	94,576
E 14	Assistant to City Administrator; Building Commissioner; City Clerk; Engineering Manager; Operations Manager	67,317	84,256	101,195
E 15	Assistant Director of Finance; Economic Development Manager; GIS Coordinator; HR Manager	72,029	90,155	108,280
E 16	Police Lieutenant	77,071	96,466	115,860
E 17	Director of Community Development; IT Manager; Police Captain	82,466	103,218	123,970
E 18	Deputy Police Chief	88,238	110,958	132,648
E 19	Director of Finance; Director of Parks and Recreation	94,415	118,174	141,933
E 20	Chief of Police; Director of Public Works	101,024	126,446	151,867
E 21	City Administrator	127,720	159,135	190,550

position pay plan

appointed & part-time positions

Position	Compensation
Municipal Judge	36,000/annual
Provisional Municipal Judge	500/session
Prosecutor	548/call docket 671/trial docket 148/hour (<i>prep and special appearance</i>)

Position	Minimum Hourly	Maximum Hourly
Part-Time	7.85	75

background data

Demographic Data

Population

1970:	17,617
1980:	26,413
1990:	25,440
2000:	25,756
2010:	27,472

Number of Households

1970:	6,468
1980:	8,689
1990:	10,667
2000:	11,302
2010:	13,092

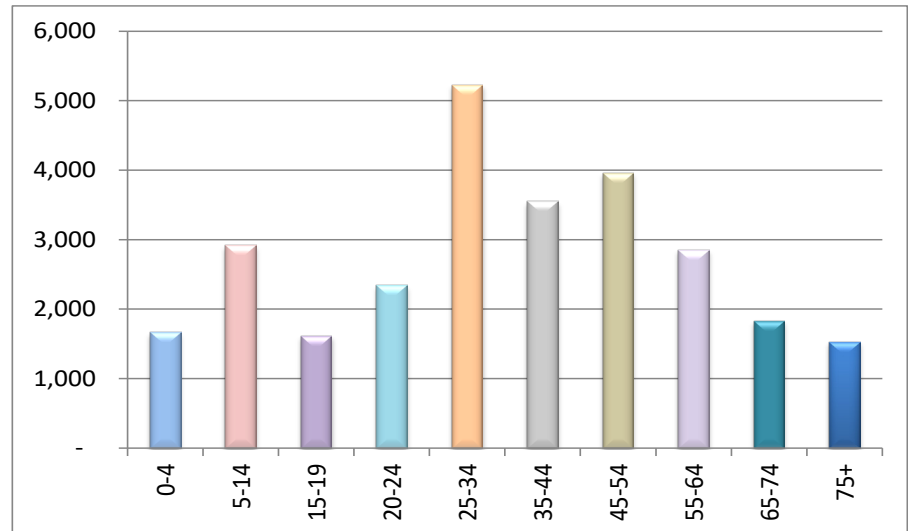
Age Distribution

0-4 years	1,661
5-14	2,917
15-19	1,609
20-24	2,338
25-34	5,225
35-44	3,553
45-54	3,957
55-64	2,855
65-74	1,825
75+	1,532
Total	27,472

Land Use

City land size:	23.42 square miles
Miles of city-maintained streets:	98.1
Percentage of land use	
Agricultural	19.9%
Recreational/Open Space	19.9%
Residential	18.5%
Commercial/Industrial	18.5%
Vacant Land	13.8%
Transportation and Utilities	7%
Institutional	2.4%
Total built commercial space:	24.2 million square feet
Total licensed businesses:	1,645

Population Distribution by Age



People	Maryland Heights	U.S. (2010)
Median age	35	37
Male population	48.7%	49.2%
Female population	51.3%	50.8%

Community Center Debt Service Schedule

<i>Year</i>	<i>Principal</i>	<i>Interest</i>	<i>Total</i>
2020	650,000	327,233	977,233
2021	665,000	314,082	979,082
2022	675,000	300,683	975,683
2023	690,000	286,860	976,860
2024	705,000	271,856	976,856
2025	720,000	255,465	975,465
2026	740,000	237,755	977,755
2027	760,000	218,625	978,625
2028	780,000	198,020	978,020
2029	800,000	175,795	975,795
2030	825,000	151,920	976,920
2031	850,000	126,795	976,795
2032	875,000	100,701	975,701
2033	905,000	73,330	978,330
2034	930,000	44,771	974,771
2035	960,000	15,120	975,120
TOTAL	\$12,530,000	\$3,399,011	\$15,629,011

Major Employers	Employed
Edward Jones	1,833
Charter Communications Entertain.	1,587
World Wide Technology	1,521
Magellan Health Services	1,350
Hollywood Casino	1,256
United Healthcare of the Midwest	900
Elsevier	724
The Boeing Company	641
Schnucks Markets	635
Essence Healthcare	556

Assessed Valuation (in dollars)

2008 - 1,083,189,946	2014 - 1,021,515,809
2009 - 1,030,099,917	2015 - 1,030,260,223
2010 - 1,020,840,625	2016 - 986,639,443
2011 - 987,263,031	2017 - 1,073,420,572
2012 - 1,085,013,461	2018 - 1,054,934,380
2013 - 1,027,402,738	2019 - 1,146,483,170

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